

# ***School Facilities Commission***

***October 20 - 21, 2008***



***Casper, Wyoming***

# ***School Facilities Commission Meeting***

***1:00 p.m. Monday, October 20, 2008***

***UW Cooperative Extension Service Office, 2011 Fairgrounds Rd.  
Casper, Wyoming***

## **WORK SESSION AGENDA**

- ◆ Student Population Projection - Todd Wilder
- ◆ Financial /Budgeting Information – Teresa Kunkel/Stam Hobbs

# ***School Facilities Commission Meeting***

***8:00 a.m. Tuesday, October 21, 2008***

***UW Cooperative Extension Service Office, 2011 Fairgrounds Rd.  
Casper, Wyoming***

## **AGENDA**

- |   |             |
|---|-------------|
| <b>1. Call to Order</b>                                 | Action      |
| <b>2. Executive Session (8 a.m. to 10 a.m.)</b>         |             |
| <b>3. Approval of Meeting Agenda</b>                    | Action      |
| <b>4. Approval of Previous Meeting Minutes (TAB 1)</b>  | Action      |
| <b>5. Financial Report – Teresa Kunkel (TAB 2)</b>      | Information |
| <b>6. Current Business</b>                              |             |
| a. Big Horn 1 (Cowley) - Todd Wilder (TAB 3)            | Action      |
| b. Sublette 1 (Pindale) - Lance Johnson(TAB 4)          | Action      |
| c. Sweetwater 1 (Rock Springs) - Lance Johnson (TAB 5)  | Action      |
| d. Procedure for Commission Meeting Agenda – Ken Daraie | Information |
| <b>7. Commission Meeting Schedule (TAB 6)</b>           | Information |
| <b>8. Public Comments</b>                               | Information |
| <b>9. Commissioner &amp; Director Comments</b>          | Information |
| <b>10. Adjournment</b>                                  | Action      |

Tab 1

Previous Minutes

**Minutes of the School Facilities Commission  
University of Wyoming Outreach Building  
Casper, Wyoming**

**August 19, 2008**

Chairman Gilpatrick called the meeting to order at 8:00 a.m.

Present: Commissioner Carrier, Commissioner Ferris, Commissioner Goodson, Fred Hansen standing in for Commissioner McBride, Commissioner Marsh, Chairman Gilpatrick and Director Daraie.

*Commissioner Carrier made a motion to move into Executive Session at 8:00 a.m. Commissioner Goodson seconded the motion. Motion passed unanimously.*

*The Executive Session ended at 10:18 a.m. and a 20-minute recess was taken. The regular meeting reconvened at 10:35 a.m.*

Chairman Gilpatrick welcomed Senator Nicolas, Senator Anderson, and Senator Dirks.

**Approval of Meeting Agenda**

*Commissioner Goodson made a motion to approve the meeting agenda with the addition of two action items. Commissioner Carrier seconded the motion. Motion passed unanimously.*

**Approval of Previous Meeting Minutes**

*Commissioner Marsh made a motion to approve the previous meeting minutes from the March 18, 2008 meeting as presented. Fred Hansen seconded the motion. Motion passed unanimously.*

**Financial Report**

Ms. Teresa Kunkel gave a brief overview of the projects that are ongoing. Commissioner Marsh asked what the Major Maintenance budgets were, to date. The Major Maintenance amount budgeted for School Year 2003/04 – School Year 2009/10 is approximately \$269 million.

Mr. Hansen stated that the way Ms. Kunkel estimated the budget is that she takes the current budget puts an inflation amount, and the combined impact is what is in the supplemental budget.

Ms. Kunkel explained she did a comparison of the prior year for Major Maintenance.

## **Current Business**

### **Albany 1 Request**

Project Manager, Paul Meyer, stated that the Snowy Range Academy began about 6 years ago. Their population has increased to 146, and preliminary indications show more increase to come. Currently the academy is K-7 and perhaps 8<sup>th</sup> and 9<sup>th</sup> grade will be added. They are currently in a former commercial space. One question is the appropriateness of the location of the school. They started out with 20,000 sq. ft. with extra space at the back of the building. He added that 25,000 sq. ft. would be authorized by our guidelines, the additional amount of free space. The School District is now requesting that we reimburse them for the cost of occupancy for the Snowy Range Academy for the base amount of rent, tenant improvements and additional rent for taxes and utilities.

Mr. Meyer stated that the staff's recommendation is that the commissioners approve the first two components of the cost of occupancy for a total of \$142,450. Mr. Meyer found that there was no other appropriate location for the school, and the School District does not have any excess square feet to provide for the academy.

Mr. Brian Reck stated that they support the recommendation of the SFC staff. They just renewed the charter for another 5 years, and they have proven that they are sustainable. The Charter has met the statutory requirements. He believes that the recommendation of the SFC staff is very reasonable and fair.

Mr. Fred Hansen stated that in reviewing the statue, the commission needed to determine that there is no other adequate space available, which they determined.

*Mr. Fred Hansen made a motion to accept the Staff recommendation as set forth above. Commissioner Marsh seconded the motion. Motion passed unanimously.*

### **Big Horn 1 Request**

Superintendent Shon Hocker, introduced Brian Jolly and Michael Simmons. Mr. Hocker stated that they were at the commission meeting to show there is an anticipated deficit in their school, and were there to request additional funding so that they can start their middle school and high school project.

Mr. Daraie stated there was a misunderstanding on the request, and the use of Major Maintenance dollars to bridge the cost.

Commissioner Marsh asked if 5 years ago the commission made a change to the elementary school that was built – it was to be a k-6 school and now this request is for a K-12 school. He asked what the square footage of the elementary school was. Mr. Hocker answered that it is 37,00 sq. ft. Commissioner Marsh stated that it stands at approx 10,000 additional square feet over what should be allowed under our K-5

configuration elementary school. The district stated they have 160 students. Commissioner Marsh stated that he had a real reluctance with anything that is not appropriate utilization of our funds nor does it show we are a good steward of the funds. The auxiliary gym is included in the plans, but the school district has paid for that. There is no way Commissioner Marsh could support any expenditure to go beyond or over the footprint - under our SFC guidelines.

Mr. Jolly stated that they developed these plans with SFC staff with the needs of the students in mind.

Mr. Simmons stated that when they designed the school they added the 6<sup>th</sup> grade, which met the old guidelines. It is a prototypical model, and about 2 years after being in the building they came to the Commission to change the configuration before they started the drawings. At that time he believes that the commission should have said they did not like the direction they were going.

Mr. Simmons stated they created the 82 page report to show the master plan, with the bottom line in the supplemental document.

Chairman Gilpatrick, stated that the Commission is not interested in giving additional monies even though we are at 100% of design. He asked what their plans are with the auxiliary gym, how they are addressing facilities and how they fit in the square footage allotment.

Mr. Hocker stated that they are under 3 sq ft. right now.

Director Daraie stated that we have a lot of flexibility in guidelines and the school district's needs. It has taken so long for this project, and the way we would approach the project is we would forecast the population and all the various educational disciplines to imbed the community needs. They are within the guidelines, and the project has gone through extensive value engineering.

Commissioner Marsh expressed his concern for this other 10,000 ft in the other school and the ½ million dollar expenditure. He asked where this resource is coming from.

Mr. Simmons stated that the ½ million expenditure is pre 97 funds held in reserve.

Commissioner Marsh asked where they anticipated getting the remainder of the money for the gym. He assumed the district would come back in two years asking for Major Maintenance funds to finish the gym. This has never been presented to the Commission as a curriculum need, but always been presented to the commission as an after school need.

Josh stated that in order to comply with the rules, they needed to show a picture, when he saw the posting for the agenda item it shocked him. He added that they were at the meeting to reallocate the Major Maintenance for the inflationary amount. They were

ready to go at 100%, but needed the Commission's approval of use of Major Maintenance funds of 2 million dollars. The focus should not be on the auxiliary gym. Commissioner Gilpatrick asked Big Horn 1 School District to write a letter to the Commission stating the square footage is sufficient and that the SFC is meeting that suitability and educational needs of their students.

*Commissioner Marsh made a motion to approve the request to allow utilization of Major Maintenance funds of the proposed 6-12 base project contingent upon the school district accepting, in writing, this project as suitable for their 6-12 educational needs; also, that any enhancements be brought forth to this commission prior to construction. Fred Hansen seconded the motion*

*Commissioner Marsh moved to withdraw this motion. Chairman Gilpatrick declared the motion was withdrawn.*

*Commissioner Jeff Marsh then moved to approve up to \$2.081 million in district Major Maintenance funds to supplement existing Capital Construction funds to complete design and construction of the base footprint of the Rocky Mountain Junior/Senior High School (without the auxiliary gym) contingent upon receipt, in writing, by the school district that this facility completely satisfies the District's educational needs.*

*Commissioner Jeff Marsh also moved that no enhancement to this facility by the District will be allowed to proceed during design and construction of the base footprints without a determination by SFC staff, that the enhancement will not impede or impair construction at the base facility, and that the agreement come before the Commission for approval. Fred Hansen seconded the motion. Motioned passed unanimously*

***At 10:45 a.m. a recess was taken. The regular meeting reconvened at 11:10 a.m.***

*Commissioner Carrier clarified that if Big Horn 1 chooses to proceed with enhancement, it's their chose. It's difficult to delineate where the project starts and stops. He requested that the projects not be comingled. Enhancement must be started after completion of the base project.*

## **Fremont 6 Request**

Diana Clapp, Superintendent of Fremont No. 6, stated they were before the Commission to request Major Maintenance funds to replace lights on the football field at the Wind River Middle/High School.

They discovered that one of the light poles had failed and another had sustained significant damage. It's been 7-8 months of looking into the assessment of failure of the poles.

We are at a place where we need to move forward with repairing the lights and getting them in operation. Their hope was to demonstrate that the funds are in the Major Maintenance account fund, and they have an excess of 1 million dollars that can handle this request. Ms. Clapp stated they have a bid of \$380,000 that would be the full cost of



the replacement of the poles. They do not have the positive determination of the failure of the current poles at this time. We have a number of parties involved in looking into the determination. Their first avenue has been with the insurance company to get a settlement. Engineers and experts have attempted to find a determination also.

Commissioner Goodson stated this is an issue of policy; this is an enhancement and we don't fund enhancements.

*Commissioner Goodson moved that they deny the request of Fremont County School District No. 6 for the use of major maintenance funds to replace lights on the football field at the Wind River Middle/High School. Commissioner Algier seconded the motion. Motion passed unanimously*

Superintendent Clapp asked for further clarification, and asked if the decision is to use no more Major Maintenance funds? She added that some districts would not be able to meet these projects.

Chairman Gilpatrick stated that we are undertaking another IBS session to try to determine how to handle enhancements. Until we go through that process we won't be able to make those decisions. We are waiting on that, statewide.

Director Daraie added that it is difficult to ask the commission to make a decision and asked for the District's patience. He added that we will have an answer.

***At 11: 45 a.m. a lunch recess was taken. The regular meeting reconvened at 1:00 p.m.***

### **Laramie 1 Request**

*Fred Hansen stated in the interest of time, he was prepared to make a motion to accept the Staff's recommendation and approve the request. Motion was seconded by Commissioner Goodson. Motion passed, Commissioner Marsh voted no.*

Commissioner Marsh asked if there was any additional discussion.

Director Daraie stated that there were some questions about trees, etc. He added that we should know that the Board of Public Utilities put in a tap for fire suppression 4", and the District also put a 4" tap strictly for domestic use. BOPU has agreed to pay for the upsize of the sewer lines.

Commissioner Marsh asked Mr. O'Donnell, since he has been involved from the beginning that he simply review documents.

Fred Hansen wanted to point out they were approving an expenditure of 1.7 million dollars, and has nothing to do with the recapture.

Mr. O'Donnell stated that was correct.

Mr. Hansen asked what budget the 1.7 million dollar would come out of.

Director Daraie replied that it was from the off-site infrastructure budget. The legislature, in the last two sessions, appropriated 6.9 million and subsequently 3 million dollars.

Mr. Hansen stated that the budget that Ms. Kunkel showed the Commission earlier in her report for the 2007/2010 biennium infrastructure funds had a balance of 9.7 million dollars. This 1.7 million uses quite a bit of that up, and believed there was another request from Laramie 1 for \$300,000. He asked if there's a priority list or is it first come first serve.

Director Daraie stated that when SFC developed that budget they went through their entire project list and accounted for all associated off-site infrastructures and potential expenses, and that represents the budgeted amount.

### **Baggs Elementary**

*Fred Hansen moved to accept staff recommendation to approve the use of \$78,800 from the off-site infrastructure fund for the Baggs Elementary School with the understanding that the staff will comply with state statutes to recapture funds in the expenditure of the offset. Commissioner Carrier seconded the motion. Motion passed unanimously.*

Ken Burnett handed out a map and indicated the location of Wills Road. We have an adjacent single-family resident that is to the west of Wills Road. That improvement is approximately 250 feet of frontage, times half the width of that street, for a cost of \$8,500. There is also curb and gutter for the same distance for another \$8,750, base material for \$3,000, labor and miscellaneous for a total of \$30,250. To the south of the residence, is a commercial property, A-I Rental's portion would also be \$30,250. Directly south of the school is a bank, with their portion to be \$18,300. Those three members total 78,800 and that is the entire off-site improve funding request for Baggs Elementary. We will provide the city with the recapture agreements necessary to recapture the funds.

Commissioner Marsh asked Mr. Ken Burnett why there was such a discrepancy in the first off-site funding request for Baggs Elementary School

Mr. Burnett replied that when he first brought it to the Commission, he was under the misunderstanding that everything past the property line was the off-site infrastructure, but that's not the case.

### **Sweetwater 1 – Student Population Projection**

Jim Lowham, sometimes when we work with school growth, it's school wanted growth or true growth. Sometimes there are extrapolations that we don't like. In Sweetwater County there is true growth. After reviewing the cohort projection data provided by Todd Wilder and projections provided by the District, the number 983 at the end of the sentence after the first bullet on Tab 7 is the correct number. If you apply that number, you would build a facility for 983 children in grades 5-6, but when they move to grade 7-

8 it could be less. Districts generally don't lose students in those grades. Frequently, when they move into high school you see numbers go down.

Superintendent Paul Grube stated that they have reviewed student population over numerous years, and they discussed this with the SFC staff. They would like the commission to consider the 983 as the 5-6 population.

Ken D. the process that Jim is referring to is a 5-year projection. If you extend the study by a couple of years the projection will show the growth. He asked under what circumstances we make exception.

Mr. Lowham asked if there are some factors the commission would like to see appropriated in the extrapolation versus the 5-year study.

Commissioner Marsh stated that they don't know, but they look to staff for that information.

Mr. O'Donnell stated that in the SFC proposed rules, it talks about using the best available and reliable data to identify the population.

### **Adoption of SFC Rules**

Ms. Donna Murray reported to the School Facilities Commission that in April the Commission adopted what is currently our rules on an emergency basis for 120 days. During the 45 day comment period on the new SFC rules, LSO indicated they have concern primarily that the substantial work being done by policy as opposed to it being in rule. They would be forced to make a recommendation to the Governor that the rules be denied. We are in the process of revising the rules so that they will address the concerns that the LSO has given us. We also held a WEN video conference, and comments will be coming in writing. Ms. Murray stated that she would bring those comments to the Commission at the next meeting. We will also provide the new rules in strike and underline format. What needed to be done at the Commission meeting is to re-adopt the current rules on an emergency basis.

Ms. Murray added that they are currently looking at our policies with counsel to determine what policy needs to be into a rule, and would bring the new rules to the Commission in September.

Commissioner Carrier cautioned that everyone take enough time to get the rules to the public for comment so that we will be very transparent.

*Commissioner Marsh made a motion to approve re-adopting the SFC Rules currently on file with the Secretary of State's office on an emergency basis to allow SFC Staff time to address the concerns expressed by the Legislative Service Office. Commissioner Algier seconded the motion. Motion passed unanimously.*

### **Educational Suitability Assessment**

Deputy Director Lowham stated that Educational Suitability has been an issue, and people want more than the 10% allowance. The supreme court said at one point, "I can't define Educational Suitability, I just know when I see it."

A group got together last December, and the group quickly diminished in size to one person doing a lot of work— Rich Seder. It was piloted briefly in Cheyenne in June. In the terms for educators you can take a test and you may have an accommodation or a signification change – that's a modification. A 4 point on a scale would be good, 3 may need some structural changes - but minor, 2 would be substantial, 1 is very substantial, with 0 as a fatal flaw. We believe we are very close to having a tool that would be a valid measure and reliability where we can go out and access some schools. We're going to update that group at the WEN conference. There's going to be a group meeting in Casper on September 3-5, 2008 to go out and pilot this again. In early October we will meet again in another district to do the same thing. Mr. Lowham encouraged people to attend with a walk through of schools. They hope sometime in the late fall to begin using the tool and start training people. He does see this as a tool where we can start talking, with some specificity, that this is Educational Suitability.

*Mr. Fred Hanson made a motion to approve the Major Maintenance request for 12.6 million dollars for the supplemental request for the remainder of the 2009/2010 biennium. Commissioner Marsh seconded the motion. Motion passed unanimously.*

### **Supplemental Budget Presentation**

Director Ken Daraie stated that the original budget for this biennium was based on the capacity to deploy dollars efficiently. The Governor's recommendation was reduced with the caveat by taking 35 million dollars off our budget, since then inflation from indirect consequences has carved out a similar figure. It produces about 70 million dollars, our priority list has not changed. Chairman Gilpatrick and Director Daraie will visit with the Governor.

Commissioner Marsh gave the Director the directive to send a letter to the districts that in no way is this to be construed as permission to go ahead with a project. A copy of the letter is to be sent via email to all the commissioners and staff. The information was in the packet, and is public information.

Ms. Murray stated that, as a procedural matter, we will need to have the commission approve the CAPCON portion of the budget. We must submit our budget to the Governor's office by August 29, 2008. We will need to schedule a conference call sometime at the end of the month to talk about the CAPCON portion before we submit the budget to the Governor.

Mr. O'Donnell stated that we became aware that the Governor is leaving town on August 22<sup>nd</sup> and not returning until after the first of the month.

Director Daraie asked the commission for permission to go forward with the information, and then come back to the commission regarding the response of the governor.

*Commissioner Carrier moved to approve the supplemental budget as presented by SFC staff. Commissioner Algier seconded the motion. Motion passed unanimously.*

Mr. Fred Hansen asked if the current estimate for Triumph High School of \$9,540,000 is a good number with no funds needed about that number. The second priority on the list is Horizon High School, with needs of \$482,996 to finish their project. He added that Roosevelt has no numbers at all, but is the third priority on the list.

Director Daraie replied that it's an estimate, and that's the case all the way through. In some cases we have a great deal of clarity and certainty and other numbers are simply estimates. This is not a construction or project list. This is what is referred to as a needs list.

### **Non-Expend Funds for Errors & Omissions**

*Ralph Goodson moved that the SFC will not expend funds to correct errors or omissions in construction or design that were not funded by the Commission. Commissioner Marsh seconded the motion. Motion passed unanimously.*

### **Major Maintenance for Capital Construction – Commission Prior Approval**

*Commissioner Goodson moved that the School Facilities Commission require that all expenditures of Major Maintenance for Capital Construction be approved by the Commission prior to expenditure. Commissioner Marsh seconded the motion. Motion passed unanimously.*

### **Commission Meeting Schedule**

Discussion was held regarding the retreat scheduled for September 25-27, 2008. It will be at the Plains Hotel in Cheyenne, with football tickets courtesy of the University President for Commissioners and spouses.

Items to be discussed are: budget, rules, charter schools in general, Major Maintenance balances, performance evaluation of staff, inter-district project funding, and project delivery methods.

### **Public Comments**

Mr. Greg Olson stated that he had an issue that came up in Carbon County School District, where they requested a Request for Proposal. Eleven contractors submitted proposals, and the list was reduced to 5 contractors. They didn't make the short list to be interviewed for the Carbon County School District projects. He asked if he could find the criteria for the selection process. Nancy Thomson arranged for the conversation per phone call conference to talk about how they evaluated the criteria. Mr. Olson stated his impression was that on the RFP they were second on the list, but then they altered that by taking the amount of contingency. That kicked them to 4<sup>th</sup> place. The thing that really

concerned Mr. Olson more was that the SFC staff was particularly adamant with Carbon County people following the process. He added that what he heard at the commission meeting on the design build presentation is that selection needs to be on technical presentation and somewhat on the basis of price, so there are some things we need to do regarding criteria selection. Relationships are a critical aspect, and something Mr. Olson works on. He asked the Commission to have staff look at the CMAR process as being appropriate. At times the CMAR is no longer at risk because he has transferred it to the subcontractor.

Mr. Olson stated that he was personally opposed to Design Build. He has heard that the SFC staff is no longer a friend of the Wyoming contractors; that staff desires to bring in big national contractors. He added that he hoped the Commission would give them the opportunity to do the up-coming work and not lose it to the design build process.

Chairman Gilpatrick stated he does not agree with the 5% contingency funds, and realizes that CMAR is sometimes cumbersome. Procurement is a topic scheduled for discussion at the September Commission retreat.

Commissioner Marsh thanked Mr. Olson for his comments. If we move into this design build as an option, we need to make it fair. Everybody needs to know the rules at the beginning, not after the fact. Commissioner Marsh added he knows that the contractors of Wyoming are innovative enough to do Design Build.

Nancy Thomson stated that the State of Wyoming doesn't have a lot of experience in Design Build, but that is something we can work out. It is the responsibility of the SFC and staff to build the schools in the most efficient and effective manner. She added that in regards to staff not being a friend of the Wyoming contractors - we certainly appreciate them and the work that they do.

Director Daraie stated that what he will advocate is to be more selective in deciding what process is used in the delivery method. The design for the CMAR selection process will be consistent. State SFC monies go through a process that means the planning process is in place in the beginning, educational planning and educational specifications are in place as well. We agree on the method of delivery, and selection of Architects and contractors. We get involved in the actual planning, and the educational needs of the schools, etc.

Mr. Dave LaPlante stated that next month Tom and he would have been coming before the Commission on Greybull Elementary School with some problems on the initial construction and design. The design team and the contractor rectified those issues at no cost. He personally thanked Greg Olson.

### **Commissioner & Director Comments**

Director Daraie officially introduced Lauren Volk, Construction Manager, who joined SFC on August 18<sup>th</sup> and works in the Cheyenne office; and Jim Lowham, Deputy Director of Planning, who will be assisting with all the planning aspects, coming up with ideas and provide suggestions to assist in several areas.

Director Daraie stated that an issue came up recently with personal computers, and how a personal computer could potentially be used in a law suit.

Ms. Murray stated that it's becoming more prevalent that emails are subject to discovery, and work that is done on your personal computers could be subject to investigation. SFC staff suggests that perhaps that each commissioner be issued a laptop for SFC work. If you would like to do so, we will order laptops. Ms. Murray wanted the Commission members to be aware that your personal and business information could be subject to review in a discovery request in an SFC matter. The SFC technology staff will do some research and come up with the best option and contact each commissioner individually. The Commission asked that they be issued State GroupWise address.

Director Daraie gave special recognition to Rich Seder, Jim Lowham, and Dave Bartlett, who have carried the brunt of the Educational Suitability work (applause).

### **Adjournment**

*Commissioner Marsh made a motion to adjourn the regular meeting at 2:35 p.m. Commissioner Carrier seconded the motion. Motion passed unanimously.*

Tab 2

Financial Report



## **Financial Update**

- (1.) Financial/Budgeting Information – provided at workshop session Oct. 20<sup>th</sup>, 2008.
- (2) Project Contract Report – see attached
- (3) **The Budget Process Update:**

The next Legislative General Session is scheduled to begin January 13, 2009. During this session agency “Supplemental Budget Requests” will be approved.

**Below is an update of the process and status of our supplemental budget request:**

### **September**

- All Agency budgets due to Budget Division first week of September.
- Budget Division starts reviewing budgets with the Governor.
- The School Facilities Commission (SFC) supplemental budget was approved by the Commission at the August 19<sup>th</sup>, 2008 meeting.
- The School Facilities Commission submitted their supplemental budget request to the Budget Division on August 30<sup>th</sup>, 2008.

### **October**

- Budget Division continues its work and review of budgets with Governor and Agency Heads.
- At the joint meeting, the School Facilities Commission (SFC) will present the supplemental budget and the White paper to the Select Committee on October 30, 2008 in Casper.

## **November**

- Budget reviews continue.
- Governor prepares his budget message.
- Budget Division prepares budgets for final review and printing.
- Budgets submitted for printing.
- Budget returned from printer.
- Prior to the 2009 Legislative session, the School Facilities Commission will meet with the Governor to review our budget request and go over his budget recommendations. This meeting is scheduled for November 6, 2008.

## **December**

- Governor submits the budget from the executive branch to the Joint Appropriations Committee.
- According to the Legislative Service Office (LSO) the Joint Appropriation Committee (JAC) hearings are scheduled for week of December 8<sup>th</sup> through December 12<sup>th</sup>, 2008.

**Tab 3**

**ACTION SUMMARY SHEET**  
**School Facilities Commission Meeting**  
**October 21, 2008**

**ITEM:** Big Horn 1 (Cowley)

**BACKGROUND INFORMATION:**

The motion made at the August 19, 2008 Commission meeting was as follows:

*Commissioner Jeff Marsh then moved to approve up to \$2.081 million in district Major Maintenance funds to supplement existing Capital Construction funds to complete design and construction of the base footprint of the Rocky Mountain Junior/Senior High School (without the auxiliary gym) contingent upon receipt, in writing, by the school district that this facility completely satisfies the District's educational needs.*

*Commissioner Jeff Marsh also moved that no enhancement to this facility by the District will be allowed to proceed during design and construction of the base footprints without a determination by SFC staff, that the enhancement will not impede or impair construction at the base facility, and that the agreement come before the Commission for approval. Fred Hansen seconded the motion. Motioned passed unanimously.*

To satisfy the motion stated above, the following documents are provided for the Commissions consideration:

- (1) Memorandum of Understanding Between the Wyoming School Facilities Commission and Big Horn School District No. 1, executed September 23, 2008;
- (2) Letter from the District to the Board of Trustees, stating availability of funds for construction of the auxiliary gym, dated September 11, 2008;
- (3) Letter from the District to the SFC, regarding simultaneous construction of base footprint and auxiliary gym, dated September 11, 2008; and
- (4) Letter from the District to the SFC, regarding satisfaction of district educational needs, dated September 11, 2008; and
- (5) Letter from Groathouse Construction to Shon Hocker, regarding simultaneous construction of the base footprint and the auxiliary gym, dated September 19, 2008.

**STAFF RECOMMENDATION:** The District has provided the documentation requested by the Commission, and it has been reviewed by council. Staff recommends Commission approval.

**SUGGESTED MOTION(S):**

**Approve:**

I move the Commission approve the documents presented herein, thereby satisfying the requirements of the Commission.

**Modification:**

**MEMORANDUM OF UNDERSTANDING BETWEEN  
THE WYOMING SCHOOL FACILITIES COMMISSION  
AND BIG HORN COUNTY SCHOOL DISTRICT NO. 1**

1. **Parties.** This Memorandum of Understanding ("MOU") is made and entered into by and between the Wyoming School Facilities Commission ("SFC") whose address is 1920 Thomes Avenue, Suite 200, Cheyenne, Wyoming 82002; and Big Horn County School District No. 1 ("District"), whose address is P.O. Box 688 Cowley, Wyoming 82420.
2. **Purpose.** The purpose of this MOU is to set forth the terms of the agreement reached between the parties regarding the construction of the Rocky Mountain 6-12 facility and an enhancement to that facility: the auxiliary gymnasium.
3. **Term of MOU.** This MOU shall commence upon the day and date last signed and executed by the duly authorized representatives of the parties to this MOU and shall remain in full force and effect until terminated.
4. **Payment.** No payment shall be made to any party by the other parties as a result of this MOU.
5. **Responsibilities of District.** Having acknowledged that the Rocky Mountain 6-12 facility completely satisfies its educational needs (Attachment "A"), and having demonstrated that it has the financial resources to fund the design and construction of the proposed auxiliary gym (Attachment "B"), the District will cooperate with the SFC to ensure that construction of the auxiliary gymnasium will neither impair nor impede the construction of the base footprint of the Rocky Mountain 6-12 facility (Attachment "C"). The District agrees to submit any and all invoices and change orders relating to the auxiliary gymnasium to the SFC for its approval prior to the District paying or approving the same. Further, the District shall notify the SFC of any potential circumstance which may result in the impairment or impediment of the construction of the base footprint of the Rocky Mountain 6-12 facility as soon it is made aware of the circumstance. If the District cannot correct the impairment, the District agrees to coordinate with the SFC, including postponing construction of the auxiliary gym, to ensure that construction of the base footprint of the Rocky Mountain 6-12 facility proceeds unimpaired and unimpeded.
6. **Responsibilities of SFC.** The SFC will cooperate with the District during the construction of the Rocky Mountain 6-12 facility and the auxiliary gym. The SFC will not unreasonably withhold its approval of any invoices or change orders submitted to it by the District for the construction of the auxiliary gym.
7. **General Provisions.**
  - A. **Amendments.** Either party may request changes in this MOU. Any changes,

modifications, revisions, or amendments to this MOU which are mutually agreed upon by the parties to this MOU shall be incorporated by written instrument, executed and signed by both parties to this MOU.

- B. **Applicable Law.** The construction, interpretation, and enforcement of this MOU shall be governed by the laws of the State of Wyoming. The courts of the State of Wyoming shall have jurisdiction over any action arising out of this MOU and over the parties, and the venue shall be the First Judicial District, Laramie County, Wyoming.
- C. **Entirety of Agreement.** This MOU, consisting of three (3) pages, Attachment A, consisting of one (1) page, Attachment B, consisting of one (1) page, and Attachment C, consisting of one (1) page, represent the entire and integrated agreement between the parties and supersedes all prior negotiations, representations and agreements, whether written or oral.
- D. **Prior Approval.** This MOU shall not be binding upon any part unless this MOU has been reduced to writing before performance begins as described under the terms of this MOU, and unless this MOU is approved as to form by the Attorney General or his representative.
- E. **Sovereign Immunity.** The State of Wyoming, the SFC, and the District do not waive their sovereign immunity by entering into this MOU, and each fully retains all immunities and defenses provided by law with respect to any action based on or occurring as a result of this MOU.
- F. **Third Party Beneficiary Rights.** The parties do not intend to create in any other individual or entity the status of third party beneficiary, and this MOU shall not be construed so as to create such status. The rights, duties and obligations contained in this MOU shall operate only between the parties to this MOU and shall inure solely to the benefit of the parties to this MOU. The provisions of this MOU are intended to assist the parties in determining and performing their obligations under this MOU.

**REMAINDER OF PAGE INTENTIONALLY LEFT BLANK**

8. **Signatures.** The parties to this MOU through their duly authorized representatives have executed this MOU on the dates set out below, and certify that they have read, understood and agreed to the terms and conditions of this MOU as set forth herein.

The effective date of this MOU is the date of the signature last affixed to this page.

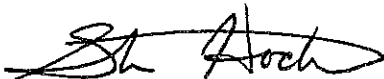
**WYOMING SCHOOL FACILITIES COMMISSION:**



Ken Daraie  
Director

9/23/08  
Date

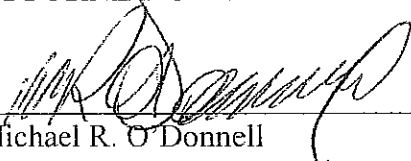
**BIG HORN COUNTY SCHOOL DISTRICT NO. 1:**



[Name and Title] Shon Hocker - Superintendent

9/11/08  
Date

**ATTORNEY GENERAL'S OFFICE APPROVAL AS TO FORM:**



Michael R. O'Donnell  
Special Assistant Attorney General  
State's Counsel

9/18/08  
Date

# Big Horn County School District No. One

P.O. Box 688  
Cowley Wyoming 82420  
307-548-2254  
FAX 307-548-7610

SHON HOCKER  
Superintendent

RICHARD PARKER  
Business Manager

GENEVIEVE MANN  
District Secretary

LORI PETERSON  
Bookkeeper

11 September 2008

To the Board of Trustees:

The district currently has \$291,581.34 in our capital construction account with the Bank of Lovell. These funds were transferred to the capital construction account to be used for the HS/MS auxiliary gymnasium project. There is an expected obligation of \$21,306 that is for additional architectural fees to be paid on the design of the Auxiliary Gym that will have to come from these funds. This leaves about \$270,000 that will be used towards the Auxiliary Gym cost.

Big Horn School District No. 1 has several Certificates of Deposit in the Bank of Lovell in excess of 750,000.00. These CD's are the district's cash reserves from June 30, 1997. These are funds that the district will draw from, after all other funding sources have been exhausted, to pay for the cost of building the Auxiliary Gym.

Sincerely,

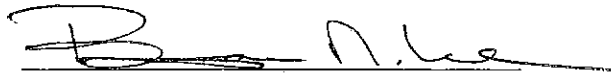


Richard W. Parker  
Business Manager

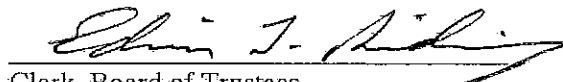
## RESOLUTION

BE IT RESOLVED, by the Board of Trustees of Big Horn County School District No.; that the Superintendent of Big Horn County School District No. 1, is hereby authorized on behalf of the district to prioritize from the above mentioned funds, the funding of the cost for an Auxiliary Gym.

Dated: Sept. 11, 2008

  
Board Chairman

I do hereby certify that the above and foregoing Resolution was passed by a majority of the elected members of the Board of Trustees at a lawfully convened meeting of the Board of Trustees and is a valid and binding resolution.

  
Clerk, Board of Trustees

The State of Wyoming provides Hathaway Merit and Need Scholarships to Wyoming students attending the University of Wyoming and Wyoming community colleges. Every Wyoming student who meets the merit requirements can earn a Hathaway Merit Scholarship. Contact your school counselor for more information.

# Big Horn County School District No. One

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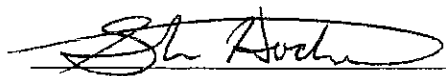
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September 11, 2008

SFC Commission and Staff,

Big Horn County School District Number One is opting to construct the Rocky Mountain 6-12 auxiliary gymnasium simultaneously with the construction of the base footprint. The school district will utilize district reserves to fund the auxiliary gymnasium (please reference School Board Resolution). The SFC staff and school district will work cooperatively to ensure that construction of the auxiliary gymnasium will not impede or impair the construction of the base footprint (please reference Memorandum of Agreement).

  
Chairman- Board of Trustees

  
Superintendent of Schools



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# Big Horn County School District No. One

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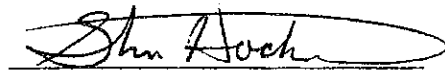
LORI PETERSON  
Bookkeeper

September 11, 2008

SFC Commission and Staff,

In accordance with the Commission's request to receive written confirmation of the Rocky Mountain 6-12 facility satisfying the district's educational needs, Big Horn County School District Number One recognizes the new facility will completely satisfy our district's educational needs.

  
Chairman- Board of Trustees

  
Superintendent of Schools



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3440 Bypass Blvd.  
Casper, WY 82604

Telephone: (307) 237-7171  
Facsimile: (307) 237-7181

1349 Sheridan Ave.  
Cody, WY 82414

Telephone: (307) 587-6610  
Facsimile: (307) 587-6613

1050 N. 3rd St., Ste. A  
Laramie, WY 82072

Telephone: (307) 745-4119  
Facsimile: (307) 742-7124

[www.groathouse.com](http://www.groathouse.com)

September 19, 2008

Shon Hocker, *Superintendent*  
Big Horn County School District No. 1  
176 South 3<sup>rd</sup> Street  
Cowley, WY 82420

RE: Construction of Auxiliary Gymnasium  
New Rocky Mountain Jr. / Sr. High School

Dear Shon,

Mr. Ken Daraie, Wyoming School Facility Commission Director, requested a letter from Groathouse Construction, Inc. stating the construction of the auxiliary gymnasium as an alternate to the base school project would neither impair nor impede the construction of the base school project. In response, I have reviewed the preliminary construction schedule, consulted with your district on sources of funds, and offer the following synopsis.

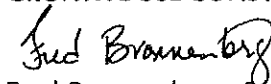
The initial estimated construction timeframe for the entire project is seventeen (17) months. Given the delays the project has already experienced and the further moving of foundation and masonry activities into winter season, this timeframe will likely increase due to loss of production. Anticipated construction start is during the month of November 2008, leading to a completion of the building in March or April of 2010. Completion of site improvements and landscaping will be completed during the spring and summer months as weather allows. Knowing the difficulties with relocating students mid-semester, occupancy will most likely be scheduled for August 2010.

The auxiliary gymnasium will be separated from the base school design as an alternate, with separate bids taken and received. The district has identified the funding sources and Groathouse Construction, Inc. will request payment for the auxiliary gymnasium independently from the main school project.

Based on the above schedule and funding structure, the construction of the auxiliary gymnasium will neither impair nor impede the construction of the base school as provided by the Wyoming School Facility Commission.

Should you have any questions or concerns regarding this information, please do not hesitate to contact me.

Sincerely yours,  
GROATHOUSE CONSTRUCTION, INC.

  
Fred Bronnenberg, *President*

Cc: Ken Daraie, Director, Wyoming School Facility Commission  
Michael Simmons, Big Horn County School District #1

**Tab 4**

**ACTION SUMMARY SHEET  
School Facilities Commission Meeting  
October 21, 2008**

**ITEM:** Sublette 1 (Pinedale)

**BACKGROUND INFORMATION:**

During the September 26, 2008 Commission meeting, the District presented information regarding Facility Planning for the District.

The Commission requested, and the District is providing herein, additional information for approval, as follows:

- (1) an exception request that, if approved by the Commission, would allow the District to utilize data provided by the Sublette County statistician, in conjunction with the District and SFC's predictions of growth, rather than the 5-year linear Cohort survival enrollment projections required by SFC Emergency Rules filed on August 21, 2008; The Cohort survival projections are believed to yield unrealistically high enrollment numbers.
- (2) projections from the 5-year linear Cohort survival enrollment method;
- (3) projections from the Sublette County statistical method, in conjunction with the District and SFC's predictions of growth; and
- (4) a building construction and retirement schedule.

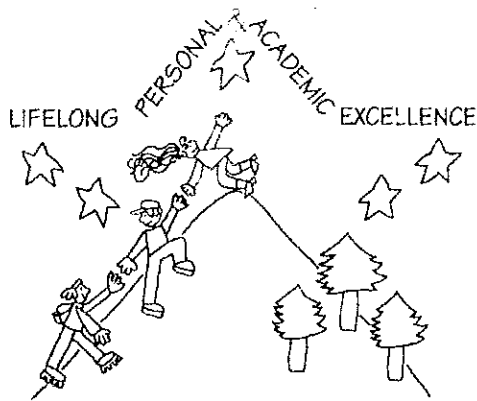
Also included is the Master Planning Documentation for the New Pinedale Elementary School Project, provided at the September 26, 2008 Commission meeting.

**SUGGESTED MOTION(S):**

**Approve:**

- (1) I move the Commission approve the Districts Master Plan for construction of the new elementary school, and progressive reduction of square footage, as outlined in the materials provided herein.
- (2) I move the Commission approve the Districts exception request, allowing the District to utilize data provided by the Sublette County statistician, in conjunction with the Districts predictions for growth;
- (3) I move the Commission approve the use of the Design Build delivery method to design and construct the project, with the assistance of Northstar Project Management.

**Modification:**



Sublette County School District #1  
P. O. Box 548 • Pinedale, Wyoming 82941  
pinedale-schools.org

October 9, 2008

### REQUEST FOR EXCEPTION

to SFC Rules and Regulations Governing the Cohort Survival Method  
of Predicting Student Growth

To: Wyoming State School Facility Commission

From: Doris Woodbury, Superintendent Sublette CSD #1

Re: Request for Exception to SFC Rules and Regulations Governing the Cohort Survival Method  
of Predicting Student Growth

Sublette County School District #1 is requesting that the SFC grant our district an Exception to the rules and regulations governing the prediction of student growth for our district at this time. We believe that the adopted method, cohort survival, over estimates the amount of student growth we are likely to experience in the next five years.

Instead, we request that we be allowed to utilize the district's growth estimates that are more conservative. If this Exception is granted the district growth estimates will be utilized to identify the student size for the new elementary school construction proposed for our district.

Doris Woodbury, Superintendent

High School  
307-2851

Administration  
307-2851

Bondurant  
307-2851

Middle School  
307-2851

Elementary School  
307-2851

Facsimile  
307-2851



# SCHOOL ENROLLMENT PROJECTION ANALYSIS

## Sublett #1

Prepared by School Facilities Commission- Todd A. Wilder, 9-30-2008

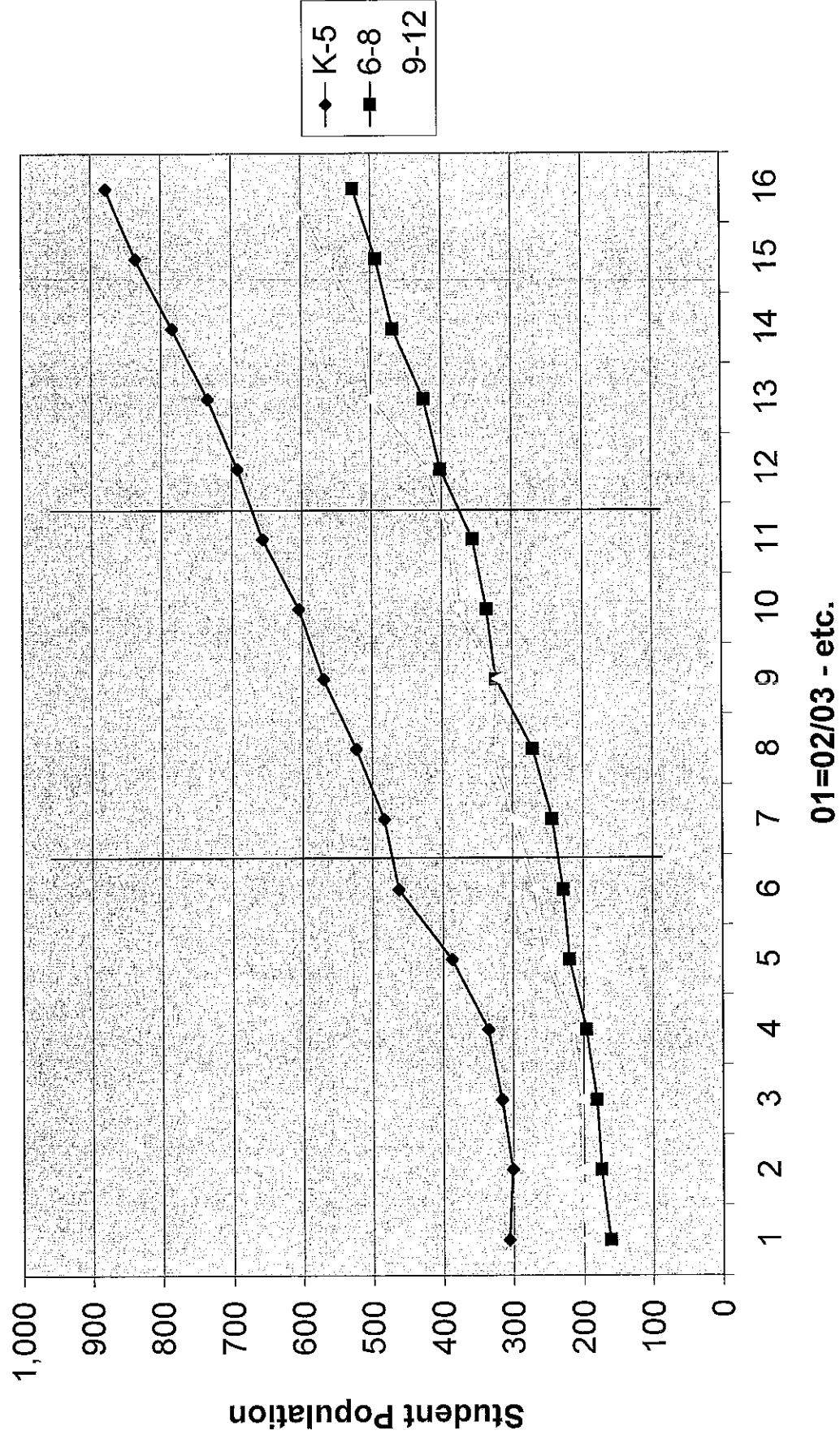
### LINEAR COHORT SURVIVAL ENROLLMENT PROJECTION PROJECTION BASED ON ACTUAL HISTORICAL DATA

ACTUAL 60 Day Recalculation - ADM																	PROJECTED ENROLLMENT							10 Yr PROJECTION					Avg. % Survival
02 - 03	03 - 04	04 - 05	05 - 06	06 - 07	07 - 08	08 - 09	09 - 10	10 - 11	11 - 12	12 - 13	13 - 14	14 - 15	15 - 16	16 - 17	17 - 18														
K	53	42	49	60	65	75	76	82	87	93	98	103	109	122	128	123	109.09%												
1	29	57	47	52	71	66	82	83	89	95	101	107	113	119	133	140	109.09%												
2	56	31	60	55	63	79	74	92	94	100	107	113	120	127	133	149	112.32%												
3	59	57	32	70	63	70	86	81	101	102	110	117	124	132	139	146	109.47%												
4	50	61	63	35	82	77	79	97	91	113	115	123	132	140	148	156	112.53%												
5	59	53	65	63	43	95	85	87	107	101	125	127	136	145	154	163	110.25%												
6	48	63	60	73	71	52	108	96	98	121	114	141	144	154	164	174	113.18%												
7	56	53	67	61	82	76	56	116	103	106	131	123	152	155	166	177	107.56%												
8	57	58	53	61	66	100	80	59	121	108	111	137	129	159	162	174	104.95%												
9	49	53	64	59	65	70	105	84	62	128	114	117	145	136	168	171	105.45%												
10	44	52	54	65	61	67	72	109	87	64	132	118	121	149	140	174	103.21%												
11	59	39	48	55	65	59	64	69	104	83	61	127	113	116	143	134	95.90%												
12	45	58	36	36	60	72	57	62	67	101	81	59	123	110	112	139	97.09%												
K-5	306	301	316	335	387	482	482	522	569	604	656	691	734	784	836	878													
5-6	107	116	125	136	114	147	192	183	206	222	239	268	280	299	318	338													
7-8	113	111	120	122	148	176	136	174	225	214	242	260	281	314	328	350													
K-12	664	677	698	745	857	958	1,025	1,117	1,213	1,316	1,400	1,514	1,660	1,763	1,892	2,021													

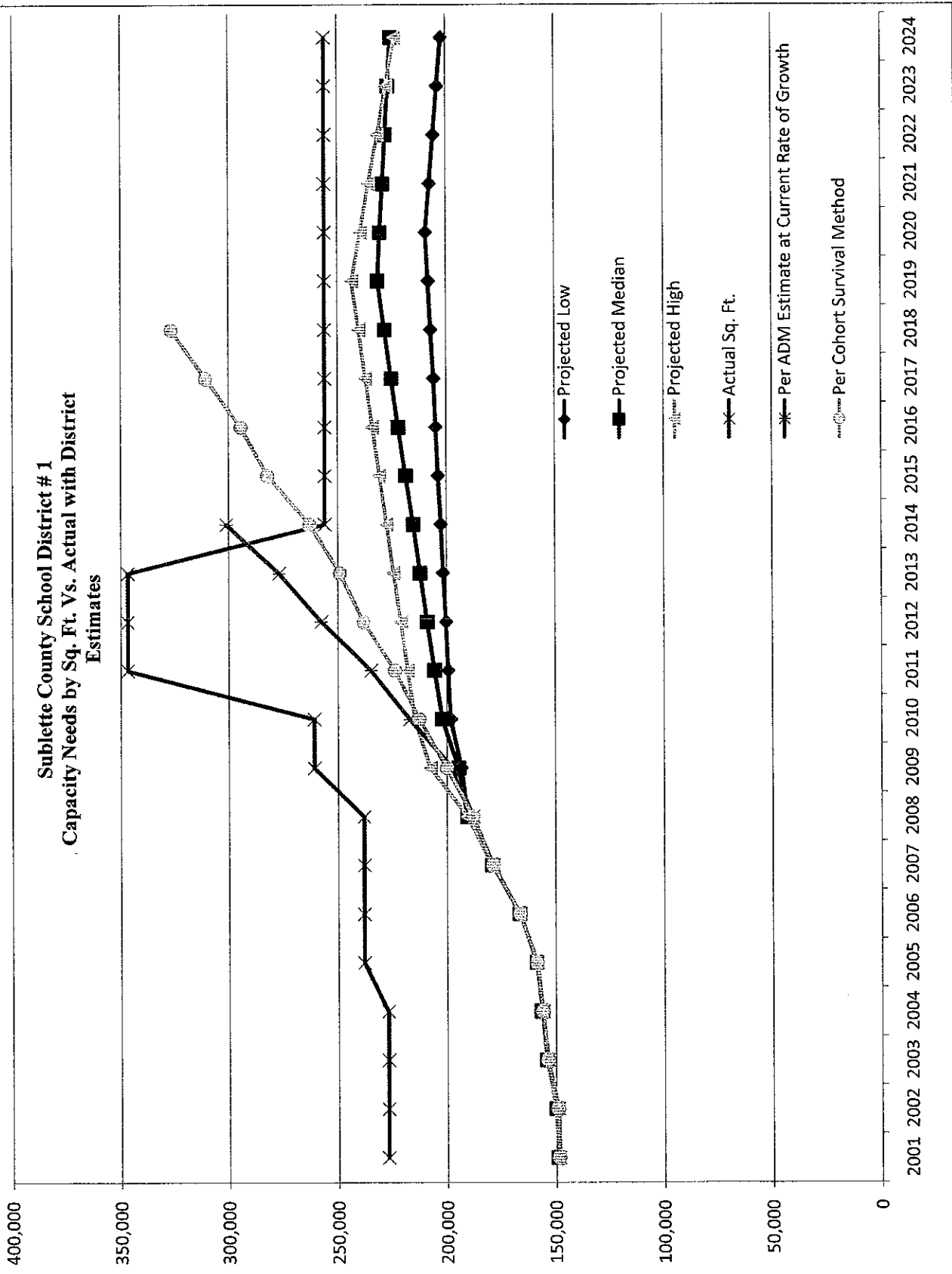
FY	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
K-5	306	301	316	335	387	462	482	522	569	604	656	691	734	784	836	878
6-8	161	174	180	195	219	228	243	270	323	336	356	401	424	468	492	525
9-12	197	202	202	215	251	268	299	325	320	376	389	421	502	511	564	618

The projection table is developed using a cohort survival enrollment projection method. This method calculates the average growth or decline in a grade level over a period of five years. This ratio is then applied to the incoming class to calculate the trends in that class as it "moves" or graduates through the school system. For example, if history shows that between the first and second grades, the classes for the last five years have grown by 3.5%, then the size of incoming classes for the next five years are calculated by multiplying them by 103.5%. If the history shows a declining trend, the multiplying factor will be less than 100%. The kindergarten classes were calculated using a linear regression model based on the preceding six years.

# Sublett #1 Cohort Projection







Sublette County School District #1  
Building Construction and Retirement Schedule

October 21, 2008

Sublette County School District #1 will address excess square footage by implementing the following schedule which is an approximation of anticipated construction and student population.

Year 2009    Begin construction of 86,000 sq ft elementary school.

Begin planning for remodel of existing ES for HS.

Year 2010    Occupy new ES in June.

Begin remodeling existing ES for HS in June.

Year 2012    Occupy remodeled HS in June.

Demolish Art/Ag building beginning in June.    Minus 7,200 sq ft

Demolish 1958 HS as soon as new HS remodel is complete.    Minus 47,494 sq ft

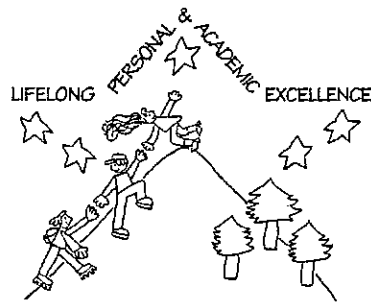
Demolish lowest rated portion of MS.    Minus 12,000 sq ft

Total square foot reduction	66,694
Remaining district square footage	243,750
Allowable square footage at predicted student population 2013	249,000

There is additional square footage that can be retired in the lower rated portion of the MS if necessary. Allowable square footage and available space are nearly matched beginning in 2012 when the remodeled HS would be occupied.

The allowable square footage and the predicted student population will cross in 2013 when additional class room space will be required at almost all levels, based on the cohort survival estimates. As the remodeling of the ES/HS is progressing more information will be available on actual student population and if necessary adjustments can be made to this schedule to reflect actual conditions.





**Sublette County School District #1**

**Pinedale, Wyoming**

**Master Planning Documentation  
for the  
New Pinedale Elementary School Project**

**Presentation to the  
Wyoming State School Facilities Commission**

**September 26, 2008**

Doris Woodbury, Superintendent

Vern McAdams, Director of Business and Finance

Dennis Seipp, Construction Projects Manager

Lance Johnson, SFC Area Project Manager

**Purpose:**

The purpose of this presentation is to show how Sublette County School District #1 (SCSD#1) has been impacted by the development natural gas over the past 7 years; how the district has worked to keep ahead of the bubble of increased school enrollment by means of renovations and additions; and why we now need a new elementary school building

**1.0 Student Population Forecasts and Corresponding Design Square Footage****1.1 Facilities Details; age, conditions, square footage, etc.**

*See Appendix 1 – SCSD#1 Actual Square Feet*

**1.2 History of Decision Making**

The SCSD#1 Board of Trustees working with the Long-Range Facilities Planning Committee, that includes members of the public and administration, has conducted meetings with the public and studied the growth over the past five years. Some of the steps completed along the way are:

- A. Evaluation of growth issues which resulted in the following:
  - a. Added four classrooms, weight room, woodshop, and commons area to the high school
  - b. Remodeled the west wing of the high school, reconfigured the office space to the entrance, and refurbished the HS gym
  - c. Updated and upgraded connectivity
  - d. Rebuilt the elementary school playground and HS/MS practice field
  - e. Leased modular for elementary music classroom
  - f. Doubled up the use of science and other rooms in the high school as planning periods and class schedules have allowed
  - g. Added café and nine classrooms to the middle school
    - i. Moved the 5<sup>th</sup> grade to the middle school to provide short-term room at the elementary school building
    - ii. Improved the lunch room schedules for all grades
  - h. Contracted Frank Locker to assist with building usage
    - i. The study confirmed the plans enacted by the district
  - i. Worked with the SFC for two modulators to provide three additional elementary school classrooms and one office space
  - j. Held numerous meetings with Long-Range Facilities Planning Committee and the public on building needs and location
    - i. Identified the need for building an elementary building instead of middle or high school
    - ii. Resulted in the purchase of twenty-three (23) areas in the Bloomfield subdivision
  - k. Held design charrette with architect and SFC staff to discuss whether we would build one or two elementary buildings
- B. Evaluation of safety and bus facility needs which resulted in building a new transportation facility off campus
- C. Evaluation of staff housing needs which resulted in the following:
  - a. The purchase of the superintendent's house
  - b. Purchase of second house for bus stop and employee housing

- c. Purchase of four-plex for employee housing
- D. Evaluation of pool problems and community needs which resulted in building a new aquatic center

### 1.3 Square Footage and Student Numbers

Sublette County School District # 1(SCSD#1) has experienced substantial growth over the past five years. That growth, by all estimates, is expected to continue until 2014 through 2019 depending on the alternative chosen by the BLM for management of the Jonah and Pinedale Anticline areas.

For the past five years the average annual growth in average daily membership (ADM) is around 10%. (See Figure 1) We also have developed growth expectations through 2014. (See Figure 2 and *Appendix 2 – Average Daily Membership*)

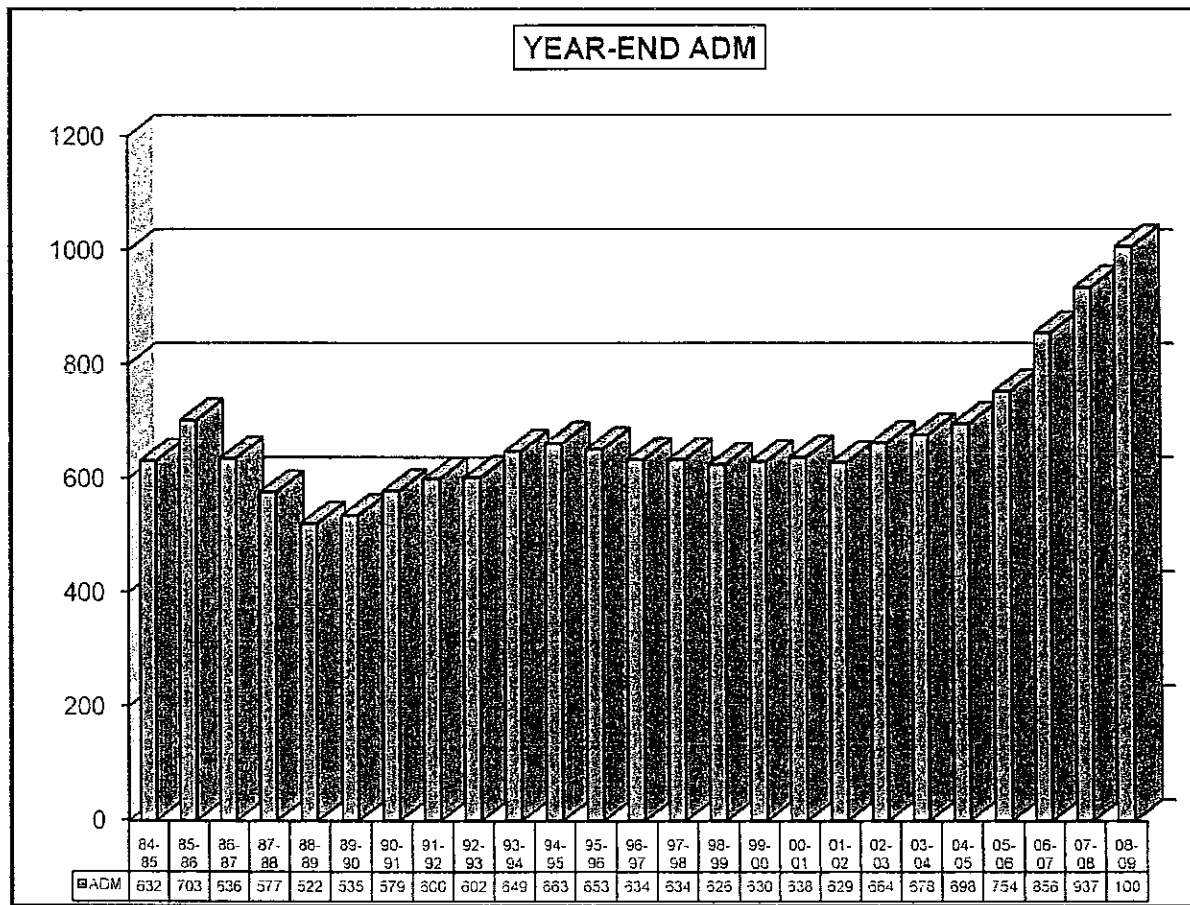


Figure 1

However, if the ADM in SCSD#1 continues to grow at the same 10% average growth, we could expect to be a district with ADM in excess of 1600 by the fall of 2012. In a graph format we can see that SCSD#1 is expecting continued growth; enough growth to make us a midsize school district in Wyoming. (See Figure 2)

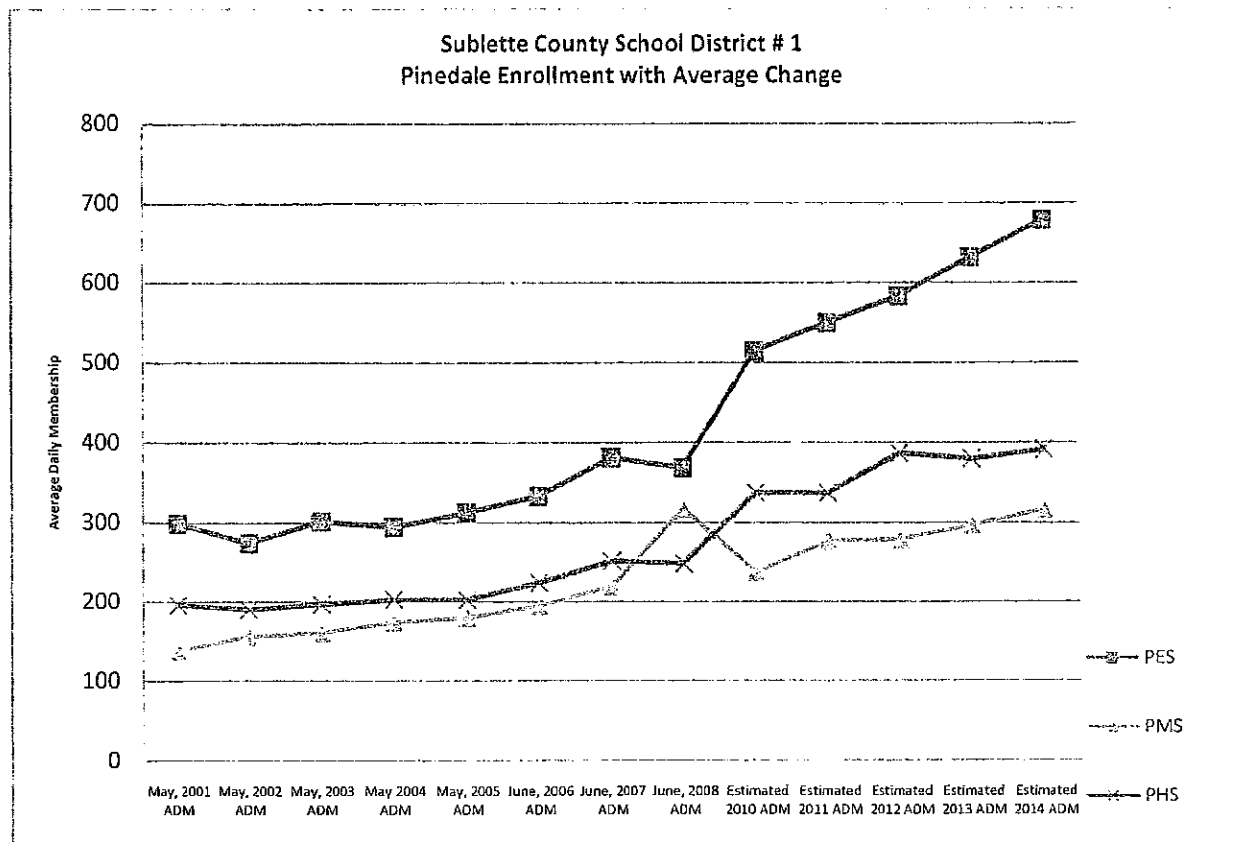


Figure 2

In addition to our study and prediction for growth SCSD#1 has enlisted the help of Jeffery Jacquet, a statistician that has worked for Sublette County for the past three years studying workforce growth and other impacts from the gas development. From his work, Mr. Jacquet has calculated a regression equation for ADM growth of  $ADM = \text{workforce} * (0.085) + 388$ . This equation has a 93% correlation with workforce growth and ADM from 2001 through 2008. In Figure 3 we can see his three scenarios of workforce growth and workforce. Mr. Jacquet's regression work provides a conservative estimate of growth for SCSD#1 that has a high degree of correlation with current and expected changes in the workforce. In Mr. Jacquet's words:

*The equation ( $ADM = \text{workforce} * (0.085) + 338$ ) explains the prior relationship between workforce and ADM population from 2001 to 2008. This relationship appears to be extremely strong and statistically significant, and the basis of these predictions is that this relationship is assumed to stay the same in the future. Is this relationship really accurate, and will this relationship indeed stay the same in the future? My answer to that is "Who Knows?", but it seems reasonable." I have also*

included some other scenarios that take into account this relationship changing somewhat (below).

This equation above just gives you the median of a range of predictions. The different confidence intervals explain this range – with more confidence the range

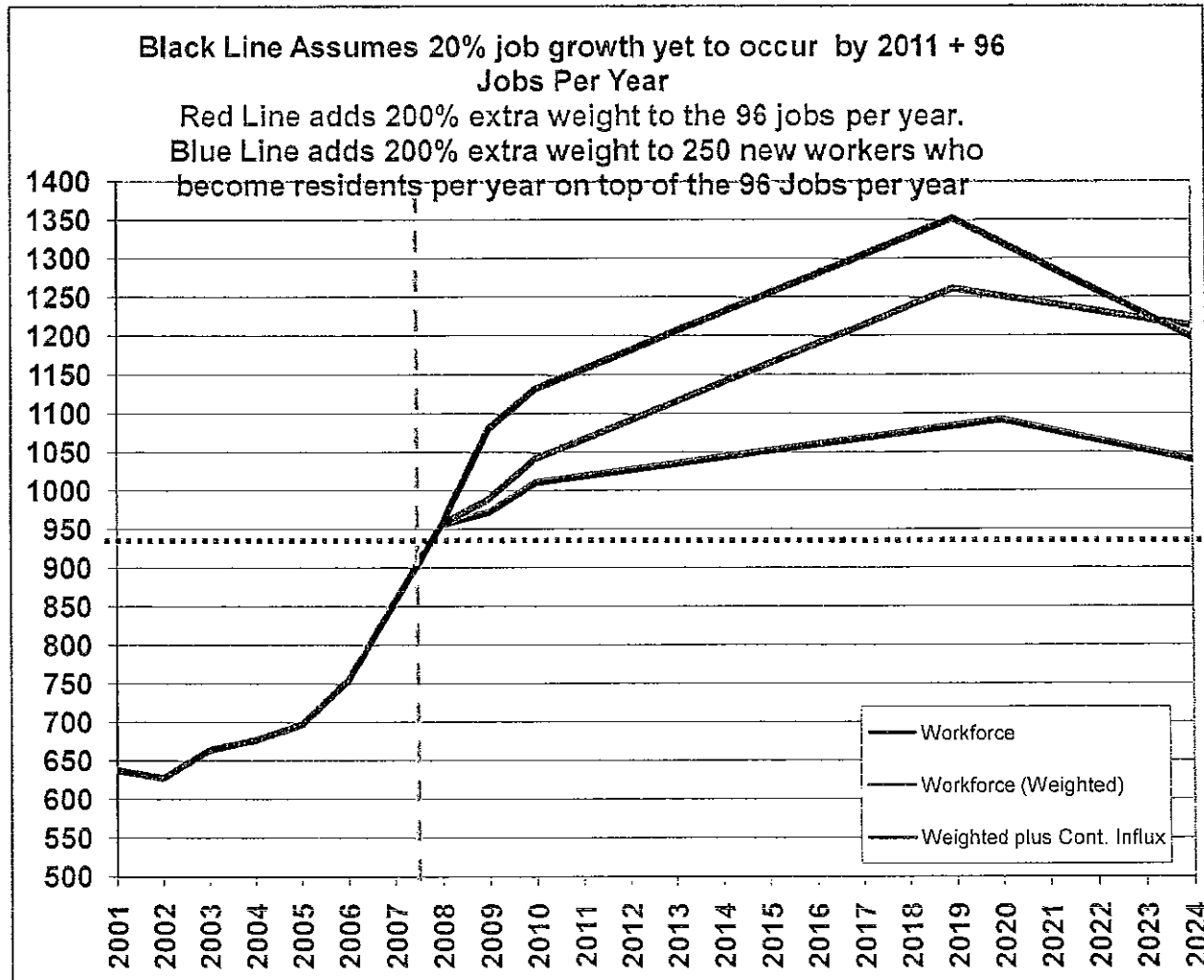


Figure 3

gets bigger. Under this model, if the workforce is zero, then yes, there will be a median of 338 students predicted. On the surface, this doesn't make sense, but if you consider that we have observed that an increase of over 4000 workers has only translated into a few hundred students, a decrease of a large amount workers or even all 7000 workers would translate into a decrease of only three hundred or so students. In sum, for the past 7 years there has been a strong relationship between workers and ADM, but it takes a lot of workers to equal an increase in ADM. And this makes sense, because a large amount of these 7000 workers are non-residents and don't have kids with them.

The 20% of growth yet to occur comes in because, under the BLM rig count predictions, once the PAPA SEIS is final (this summer), the rig count will increase about 20% over



current levels. Discussions with the operators seem to confirm this. In sum, 80% of the development (short term) workers are already here, although most of them are non-residents.

The 96 jobs are assumed because the operators are planning on hiring 400 to 500 more long term 40-year production jobs, and I threw in that for each long term operator job there are .8 other jobs created throughout the economy due to this stimulus. Some estimates I have seen claim as many as 1.8 other jobs, but my feeling is that this is more accurate in a big city, not a remote mountain town with severe housing shortages. So anyway, these jobs will trickle in over the next 10 years or so, hence about 90 some jobs per year. This is assuming all 500 jobs, and maybe .8 indirect jobs is too much, considering all the open non-gas industry jobs we have now. However, given that we have all these open jobs now, there will be growth as these currently open jobs are filled over the years as housing comes on line. So 96 jobs per year might be a little high on the basis of pure long-term production jobs, but all the potential growth from existing employment opportunities would more than fill in the gaps of these 96 jobs.

In regards to CBM, these are tight-sand natural gas and the standard used by BLM and the operators is 40 years of production. However these predictions only take into account the next 10-15 years, and do show workforce peaking at ~2018 and dropping off significantly. I have almost all of the current 3000 and some nonresident jobs leaving the area by 2023.

The other two models give extra workforce "weight" to permanent residents - the ratio of permanent residents to workforce growth has been about 1 to 3 between 2001 to 2008. So under scenario #2 for these 96 jobs per year, I weighted them by an extra 200%, or 288 "jobs" total.

Under scenario #3, I assumed that 250 people will continue to move here each year until about 2019, mostly non-resident workers who decide to pull up stakes and become permanent residents of the community, as well as people filling all the vacant non-gas industry jobs we have here. These workers are then weighted by an extra 200% as well. This would roughly equate to the growth we have been seeing in the last couple years. I think this is probably a lot higher than we will actually see, but it is within the realm of possibility, especially if there is housing available for them. There will undoubtedly be some of this going on as the industry becomes more entrenched and stable, and more companies move their bases of operations locally, as we have been seeing. Also companies are more likely to hire local residents, so there will always be that incentive. The 250 workers is just a guess, probably on the higher side of things. I could throw in some smaller numbers as well, but I think it offers a kind of "worst case scenario" so-to-speak

In summary, I think the most realistic scenario is somewhere between #2 and #3, perhaps closer to #2.

Mr. Jacquet also provided SCSD#1 with estimated growth in ADM based on his three scenarios. We have taken his numbers and calculated the necessary square feet using the calculator provided by the SFC. Within the same graph we added our current Sq. Ft. with expected growth and removal. (See Figure 4)

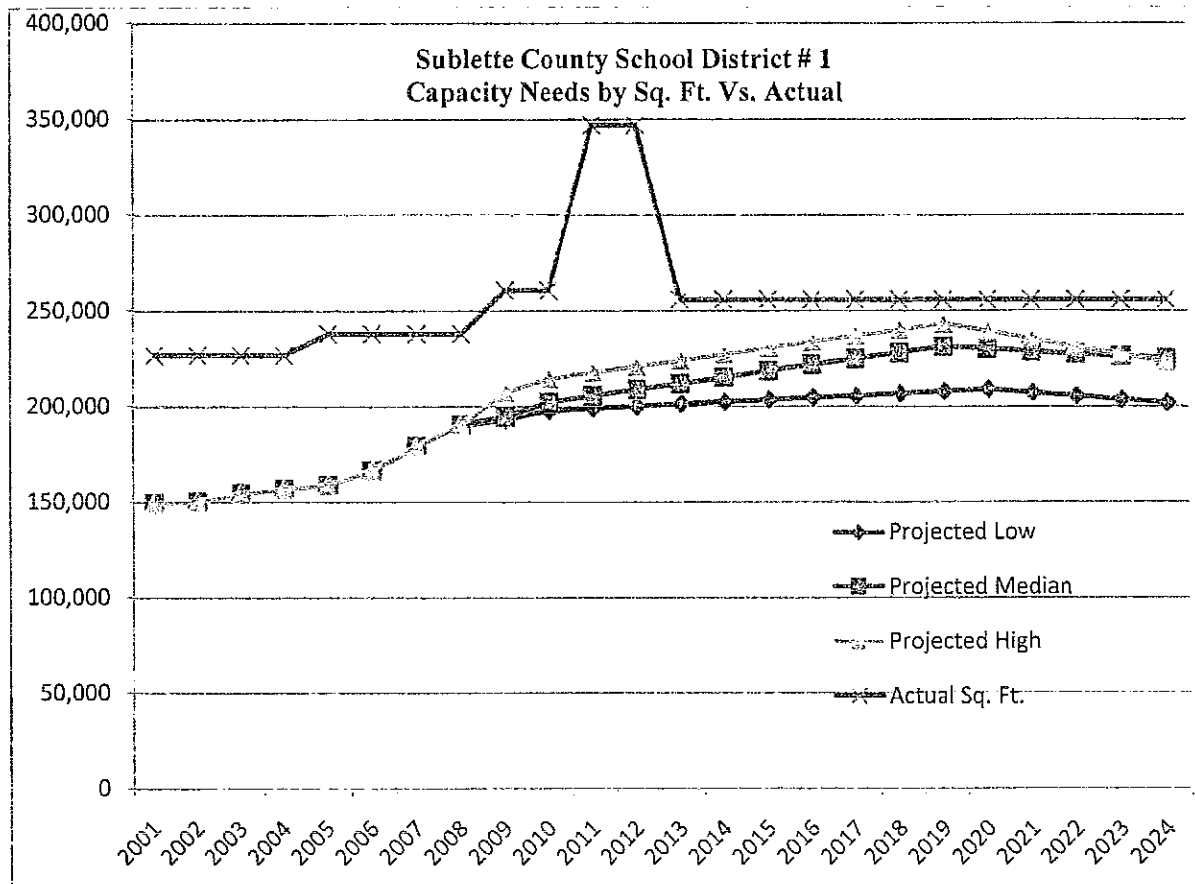


Figure 4

The peak / plateau shown on Actual Square Ft. above indicates the addition of the new elementary bldg.

We have overlaid our Sq. Ft. estimates over Mr. Jacquet's. As shown in Figure 5 if the ADM continues at the current rate of growth, our need for additional Sq. Ft. will surpass 250,000 Sq. Ft. within five years. Even at half that growth rate, our need will nearly meet 250,000 Sq. Ft. by 2014. We believe this is possible since the limiting factor to growth in Sublette County has been housing. The Bloomfield addition will provide 1000 units; many at prices more affordable than what is currently available. This subdivision is expected to begin with an RV Park and manufactured homes within a year. The balance of the growth will depend on demand for additional housing.

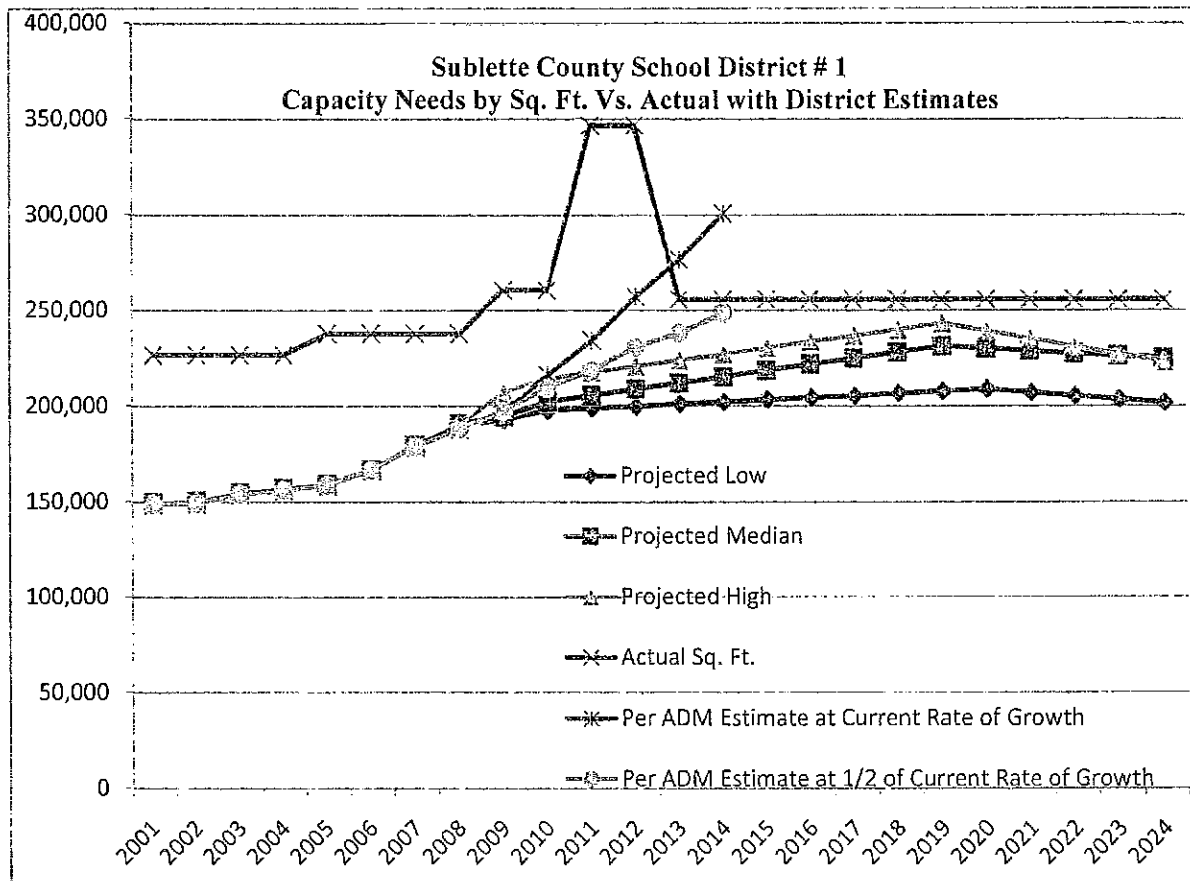


Figure 5

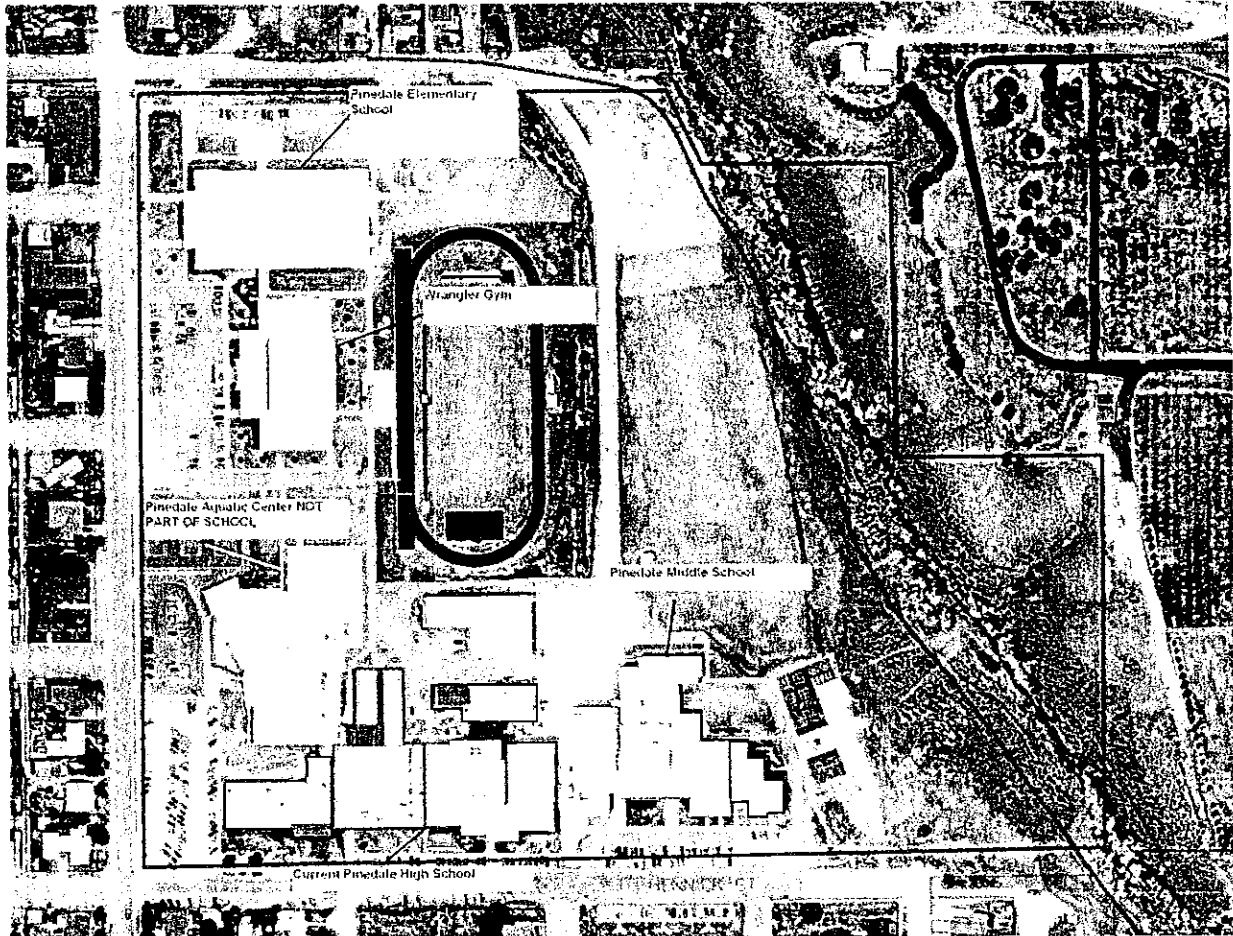
## 2.0 Plan to Redesign Facilities Based on Student Numbers

### 2.1 Two Campuses

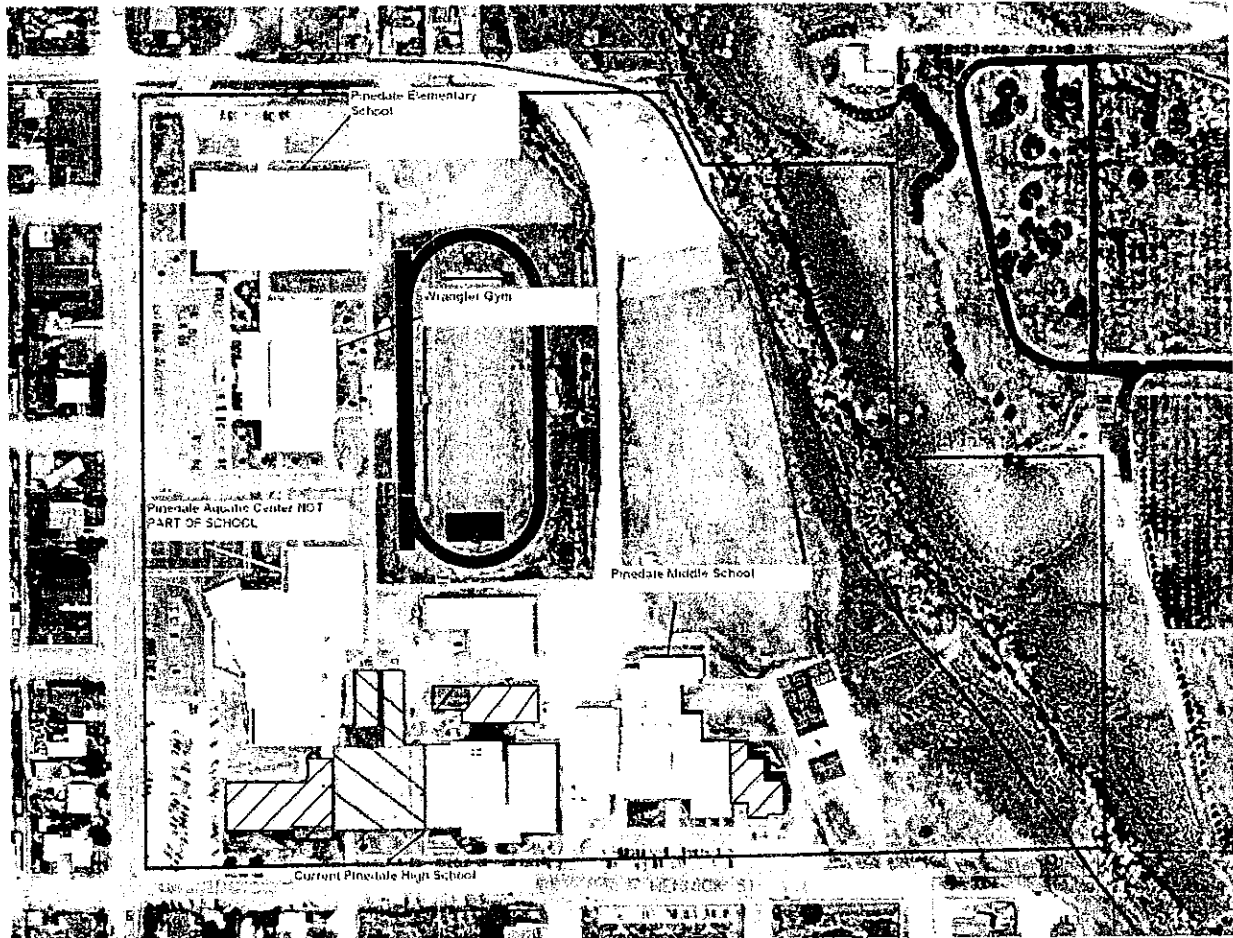
#### A. K – 5 Campus – Bloomfield Project

[illegible]

B. Secondary 6 – 12 Campus – Existing Campus



## 2.2 Remove, Remodel, Demolish



## 3.0 New Pinedale Elementary School

### 3.1 What: Description of New Elementary School

The new elementary school would be built for 600 students, K – 5 and be approximately 86,000 square feet in size. 6,000 square feet would be the financial responsibility of the district and would include a central kitchen for the district and learning spaces that are needed for staff like Instructional Coaches, tutors, Speech/Language Pathologists, Psychologists, and Occupational Therapists. This grade configuration means that the 5<sup>th</sup> grade will no longer attend school in the middle school and would return to the elementary school. The students would be divided into “houses” assigned by grade level. There would be a Kindergarten house, 1<sup>st</sup> grade house, etc. This type of configuration provides small, flexible learning environments that can facilitate closed door instruction but most importantly open door instruction.

### 3.2 Why: Justification and Information Regarding Project

- **Instructional Focus**

Open door instruction facilitated by a house concept allows for teachers to recombine students based on their instructional need and abilities. The groupings are flexible and based on the content, skill or ability being taught not the teacher of record. This requires a building that can provide the configuration of larger spaces and smaller spaces for the delivery of instruction. The design must be flexibly configured.

In order to deliver “just in time” instruction, teachers must be continually aware of student’s competencies. This monitoring of learning and subsequent design of instruction requires the cooperative efforts of all of the grade level’s teachers, continual formative assessment of student learning, and a clear and focused curriculum. This format for instruction revolves around the principles of Professional Learning Communities encapsulated into four seemingly simple questions:

1. What should the student know and be able to learn?
2. How will we know when they have learned the identified knowledge and or skills?
3. What will we do if the student does not demonstrate the knowledge and or skills?
4. What do we do if the student has already mastered the knowledge and or skills?

Professional Learning Communities continually address these questions and empower teachers to “do whatever it takes” to ensure the learning of all students.

Combine Professional Learning Communities with the need to teach the skills of the 21<sup>st</sup> Century, collaboration, problem solving, real world content and issues and rich technology, and you have the need for a structure that goes far beyond the egg carton schools of the 1950’s.

- **One School Community**

Pinedale residents have always had one school for elementary, middle, and high school. The population of the community has increased and spread further into the county but this value of all of us being a “one school family” is ingrained, highly valued, and strongly supported. Parents, School Board and staff all fear and dislike the idea of building “neighborhood” schools. It was determined that Pinedale is coping with enough problems adjusting to growth without adding the perception of students going to the new school with all of the great new learning materials while the other students had to attend the old school where everything is substandard.

### 3.3 Where: Campus Location and Site Information

- **Bloomfield Subdivision**

The Bloomfield Subdivision is located about 1.25 miles to the west of the current campus. The subdivision will include retail space, apartments, a mobile home park, and RV park, single family homes, and the new elementary school.

The district has purchased twenty-three (23) acres. The site is amenable to adding on to the school or construction of an additional facility.

The RV Park and mobile home park are slated to be completed in the fall of 2009 with the apartments and school completed in the fall of 2010.

### 3.4 When: Proposed Timeline

Project approval by the SFC is slated for the fall of 2008. The completion date using the Design Build process is slated for the fall of 2010. See Leandra Thompson's time schedule *Appendix 3 – Preliminary Competition for Two-Phase Design-Build Procurement*.

### 3.5 How: Partnering with the SFC

Pinedale is a willing participant in pioneering the DB process with the SFC for the state of Wyoming. The process, structures, and problem solving strategies developed can be utilized as a model for other DB projects across the state. The district brings a wealth of construction experience that complements the competent SFC team. Open, honest, and collaborative communication has laid the foundation for a successful project. Leandra Thompson's guidance as the DB consultant in soliciting input and steering us in the right direction are helping us learn and do as we proceed.

## 4.0 Essential Design Components for Project

### 4.1 House Concept

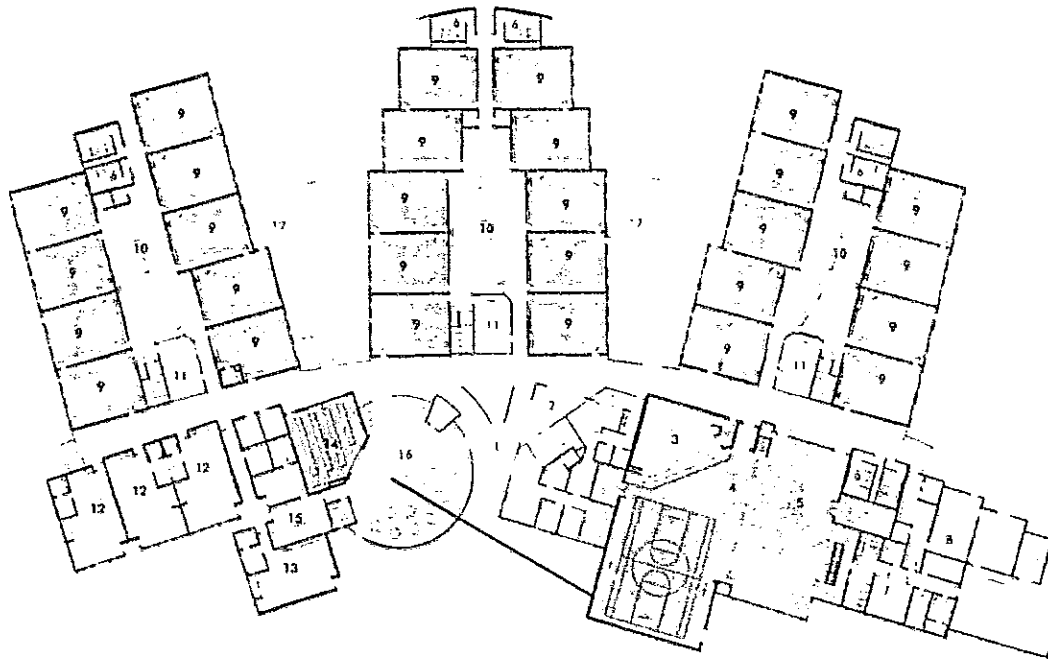
School facility research is very clear that there is a connection between student achievement and the condition of the school building. Other facility-based factors that appear to have a strong relationship to student achievement are the size of the learning community and the type of activities that are taking place within that learning community.

The house concept is way of designing schools to accommodate larger numbers of students while maintaining the personal connection between students, teachers, parents and the community. This is done by creating house-based learning environments within the overall structure of the school. The houses share the gym, lunchroom, media center, administration, health services, outdoor spaces, specialist teachers, parking lots, and music rooms. This sharing provides an economy of scale for the "large spaces" with a cost savings in the long run for growing districts without sacrificing the personal connection.

If this particular project is oriented on the site in the most efficient way we will easily be able to expand, or not, in relationship to the student population in Pinedale.



# Possible Designs:



MAIN LEVEL

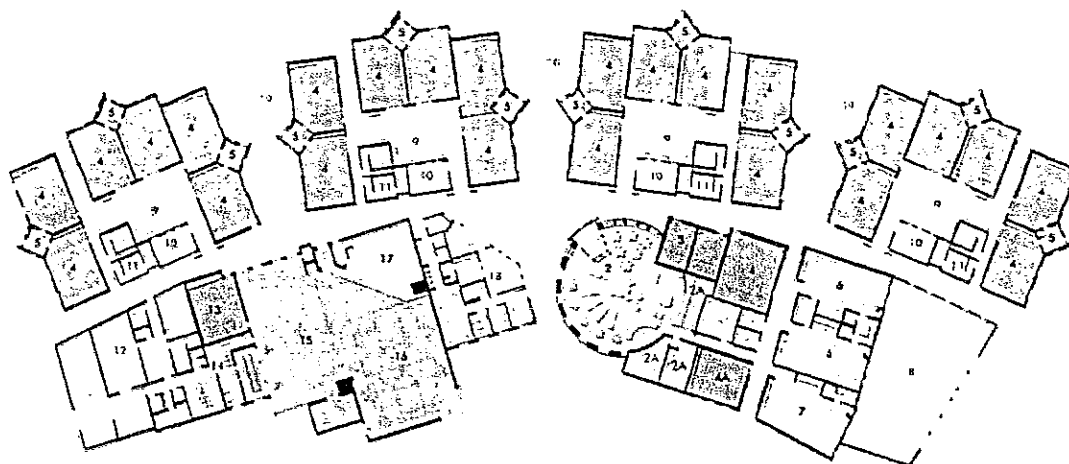
- |                          |                       |
|--------------------------|-----------------------|
| 1 main entry             | 10 collaboration area |
| 2 administration         | 11 teacher prep area  |
| 3 stage                  | 12 kindergarten       |
| 4 gym/multi-purpose room | 13 preschool          |
| 5 dining                 | 14 computer lab       |
| 6 student restrooms      | 15 media support      |
| 7 kitchen                | 16 media center       |
| 8 mechanical storage     | 17 outdoor classroom  |
| 9 classroom              |                       |



"Main Street" Sand Springs Elementary

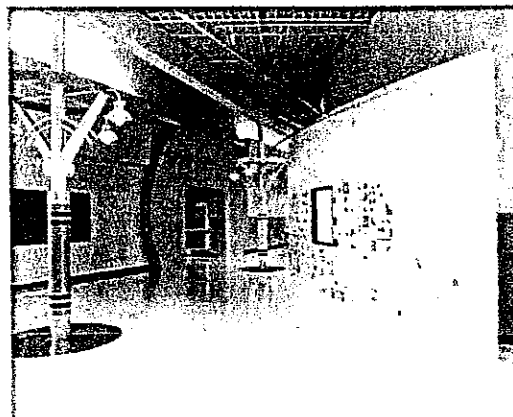
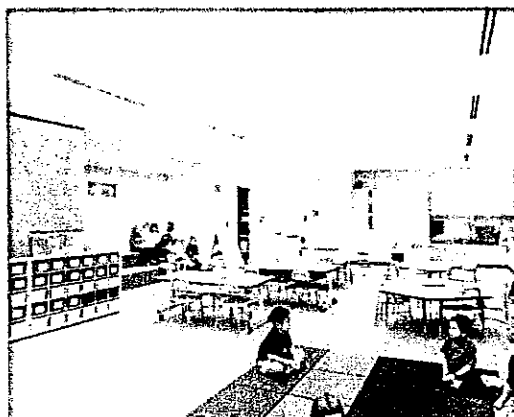


View into the Sand Springs media center



MAIN LEVEL

- |    |                              |    |                           |
|----|------------------------------|----|---------------------------|
| 1  | main entry                   | 10 | teacher prep area         |
| 2  | media center                 | 11 | student restrooms         |
| 2A | media support                | 12 | storage mechanical        |
| 3  | ESL-ALP                      | 13 | music room                |
| 4  | classroom                    | 14 | kitchen                   |
| 4A | after school program         | 15 | dining multi-purpose room |
| 5  | coat room                    | 16 | gymnasium                 |
| 6  | kindergarten                 | 17 | stage                     |
| 7  | pre-school                   | 18 | administration            |
| 8  | children's outdoor play area | 19 | outdoor classroom         |
| 9  | activity area                |    |                           |



## 4.0 Cost Estimate

### 4.1 Recent Design Build Project in Sublette County

Project - RCTP

MARBLETON-BIG PINEY RECREATION CENTER  
Marbleton, Wyoming

#### BUILDING ONLY

DESCRIPTION	COST	GROSS AREA sf	Estimate COST
Recreation Building	\$11,306,034	49,146	\$230
Theater/Bowling Building	\$4,712,772	15,664	\$301
AVERAGE \$/SF	\$16,018,806	64,810	\$247

Does not include A/E fees, permits, EPCO, furnishings, site improvements  
A/E fees at \$100/sf

#### COMPLETE BUILDING & SITE

DESCRIPTION	COST	GROSS AREA sf	Estimate COST
Recreation Building	\$13,049,446	49,146	\$266
Theater/Bowling Building	\$5,247,950	15,664	\$335
AVERAGE \$/SF	\$18,297,396	64,810	\$282

Does not include A/E/C fees, site improvements, EPCO, furnishings, site improvements

Rec Center Gross Area: 49,146 sf  
Theater/Bowling/Snack Bar: 15,664 sf

A&E Fees @ 7% \$1,280,817.00  
Contingency @5% \$914,869.00  
Cost of Building & Site \$18,297,396.00

Total Cost \$20,493,308.00

Cost per sq. ft. \$20,493,308.00/64,810 sq. ft. = \$316.00 sq. ft.

Page 1 of 1

J. CHAMBERS Design Build, Inc.  
Pinedale, Wyoming

## Estimated Cost of New Elementary School

This estimate was derived from historical data on two SCSD#1 projects bid in 2006 (Pinedale Aquatic Center and the Middle School Fifth/Sixth Grade Facility) and a 64,000 square foot recreation center in Marbleton, WY bid in September 2008. The Aquatic Center was \$260 per square foot and the Middle School Addition was \$360 per square foot. The bid on the recreation center in Big Piney / Marbleton was bid at \$315 per square foot. For this purpose the \$315 per square foot figure will be used.

Elementary School square feet	86,000	\$27,090,000.00
SFC obligation 93%	80,000	\$25,193,700.00
SCSD#1 obligation 7%	6,000	\$1,896,300.00

### 4.2 Other District Contributions to the Project:

- A. Purchase of 23 acres of land
- B. Purchase of 25,000 cubic yards of fill
- C. Purchase of first right of refusal for adjoining 20 acres
- D. Utility access to the property
- E. Paved streets in front of the property
- F. No infrastructure costs off-site

## 5.0 Delivery Method – Design Build

### 5.1 Explanation of Choice for Construction Methods

- A. The SFC staff wants the first D/B project be successful and could be more inclined to provide financial and technical support.
- B. If we select the CMAR process we could move further down the list of projects. There is less of a reason for the SFC to give us special attention.
- C. We have the advantage of receiving the services of Leandra, the D/B consultant.
- D. D/B calendar shows us awarding the project bid the last week of February, 2009.
- E. D/B in and of itself offers several advantages
  - a. D/B has 21% less cost growth over the length of the project.
  - b. D/B and CMAR both show 0% increased for schedule growth (building schedule is set before construction).
  - c. D/B is a faster process by about 1/3 over CMAR and by about 2/3 over D-B-B.
  - d. D/B has a slightly increased level of quality over CMAR and D-B-B.
  - e. The district works with one company as opposed to multiple participants in the construction process.

### 5.2 Educational Specifications for Design Build

In the DB process the Educational Specifications is the most critical and intensive step in the process. All of the ground work for what is desired and expected in the new facility must be detailed exactly in order to yield the required information for completion of the project.

SCSD#1 has involved the elementary school staff, technology staff, the construction manager, food service staff, and many others in developing a draft of educational specifications. Leandra Thompson and Northstar Consulting are utilizing this baseline

information and assisting us in developing the clear and precise specifications that will be the foundation the DB process for the project.

### 5.3 RFQ and RFP for Design Build Process

SCSD#1, the SFC staff, and NorthStar consulting are finalizing the process for advertising the RFQ, the contents of the RFQ, and the scoring of the RFQ. We will then short list the DB firms and request a full scale RFP regarding the project from the short listed firms. Again, this process is being finalized with the district, SFC staff, and NorthStar consulting assisting.

The firms on the short list will then put together their proposal with the full set of educational specifications. The SFC and district will score the proposal with a significant portion of the score coming from the firm's interview with the scoring team. A final DB firm will be selected through consensus.

### 5.4 Contract Executions for Design Build Process

Nancy Thompson has worked with the State's Attorney, Mike O Donnell, to draft a set of contracts specific to the DB process. This work was begun in August. The school district's attorney is ready to review the contracts and offer any input and or revisions.

The contract for the project will be established and the agreement entered into with the DB firm, SFC, and school district.

### 5.5 Coordination Meetings With Design Build Firm, District, SFC and Consultant

The following individuals are currently meeting weekly via phone conference to establish the DB process and complete the necessary tasks to move the project forward according to the timeline.

Doris Woodbury	SCSD#1 Superintendent
Vern McAdams	SCSD#1 Director of Business and Finance
Dennis Seipp	SCSD#1 Construction Manager
Nancy Thompson	SFC
Lance Johnson	SFC
Leandra Thompson	Northstar consulting
Scott Mirizzi	Northstar Consulting

We have scheduled regular meetings to oversee the project construction once the project is underway. These regular meetings would include the DB firm and key subs as well as the individuals listed above.

### 5.6 Design Charrette

Many of the key design features desired will have been established during the educational specifications development process. However, a charrette that allows input from the school staff, board members, and the community is an activity that would assure that all parties are seeing the end school product the same way and that we have not overlooked a possible issue or potential solution to a design problem. The charrette would be scheduled once the DB firm is selected.

## 5.7 Design Phases and Design Build

The design will be approximately 30 % complete for the RFP competition. Construction will begin before complete design is finished on the building systems and over all facility. This allows for a faster construction time frame which can save about 1/3 of the construction time. Because the architect and the construction firm must work so closely together, this Design Build process is able to work efficiently and smoothly.

*(See Appendix 3 – Preliminary Competition for Two-Phase Design-Build Procurement)*

## 6.0 Other Possible Solutions That Were Rejected

### 6.1 Build a 300 Student Elementary School

Again, Pinedale residents have always had one school for elementary, middle and high school. The population of the community has increased and spread further into the county but this value of all of us being a one school family is ingrained, highly valued and strongly supported. Parents, School Board and staff all fear and dislike the idea of building “neighborhood” schools. It was determined that Pinedale is coping with enough problems adjusting to growth without adding the perception of students going to the new school with all of the great new learning materials while the other students had to attend the old school where everything is substandard.

The existing building does not facilitate the instructional programs desired by the staff and required for 21<sup>st</sup> Century schools. Due to limitations of the site and the costliness of a remodel, this option was not considered practical. However, the existing elementary can be remodeled as the core classroom space for a high school and/or for administration.

### 6.2 Build a New High School for 350 Students

The following summarizes the pros and cons of constructing and new high school. It was decided after consultation with the SFC staff that leaving the high school on the existing site made more sense because of the location of the new Aquatic Center, new tennis courts, Wrangler Gym, Auditorium, football field, track, and new stadium.

#### Pro Arguments

Keeps all K-8 on one campus  
New FB field and track (3A)  
Can build for Hathaway requirements  
1 Bldg could solve all const. needs until??  
Maintains “One School Family”  
Possibly fewer admin staff needed  
Separate HS from MS students  
Could close campus

#### Con Arguments

Longer time to build  
SFC has not approved the project nor is it in their budget  
More expensive to build  
Access to pool and other facilities for competition  
Must purchase / secure field?  
Need additional modulars during construction  
Auditorium space questionable?  
Solve shared space issues – art and music, etc.  
Not in five-year plan

### 6.3 Estimated Cost of Options Considered in Pinedale

#### *Build a new 350-Student High School*

87,103 square feet x \$315 square foot _____	\$27,437,000.00
Property to build on 25 acres x \$75,000/acre _____	\$1,875,000.00
Football field, track _____	\$3,000,000.00
Total _____	\$32,312,000.00

#### *Build a new 300-Student Middle School*

63,247 square feet x \$315 square foot _____	\$19,923,000.00
Property to build on, 14 acres x \$75,000/acre _____	\$1,050,000.00
Football field, track _____	\$3,000,000.00
Total _____	\$23,973,000.00

#### *Build a new 300-Student Elementary School*

44,571 square feet x \$315 square foot _____	\$14,040,000.00
Property to build on, 8 acres x \$75,000/acre _____	\$600,000.00
Playfield/playground _____	\$1,000,000.00
Total _____	\$15,640,000.00

### 7.0 Contingency Plans

#### 7.1 Plan to Deal with Greater/Lesser Than Expected Growth

The district will continue to monitor, evaluate, and predict student numbers and analyze growth trends. This information will be used for determining adjustments in the demolition and or remodeling schedule. We would slow or speed up the process of the demolition or renovation of the secondary campus based on increased or decreased growth.

**Sublette County School District # 1  
Building Conditions and Sq. Ft.**

Year Built Description	Sq. Ft.	Condition	Inventory Reduction Not Currently Included	Removable Inventory	New Buildings	Net
1987 Elementary School	51,375	0.079				51,375
1987 Wrangler Gym & Café	33,000					33,000
1976 Original Middle School	22,365	0.204		10,000		12,365
1998 Classroom Addition	5,005					5,005
1998 Gym Addition	8,900					8,900
2007 Café & Classroom Additions	22,680					22,680
2004 Grandstands	3,315		3,315			-
1958 High School	40,335	0.324		40,335		-
1980 PHS Ag/ Art	7,200	0.338		7,200		-
1998 PHS Basement Remodel	4,424			4,424		-
1996 PHS Media Center Expansion	1,096			1,096		-
1987 PHS Auditorium / Classroom addition	36,425					36,425
1980 Pool	11,758		11,758			-
2004 High School Addition	11,100			11,100		-
1958 PHS Storage	624			624		-
1958 PHS Storage	1,015			1,015		-
2011 New Elementary Building	-				86,000	86,000
	260,617		15,073	75,794	86,000	255,750



**Sublette County SD # 1  
ADM Calculations**

<b>May, 2001 ADM</b> Bondurant Pinedale Elementary Pinedale Middle Pinedale High	K-5	K	1	2	3	4	5	6	7	8	9	10	11	12	Full K
		1.267	1	2.244	0.244	2	0							12	6,755
		50.352	51.892	40.301	56.813	47.472	50.432								297,262
	6-8							53.665	45.074	39.852	61.369	45.438	44.153	44.773	138,591
	9-12														195,733
1/2 K		51.619	52.892	42.545	57.057	49.472	50.432	53.665	45.074	39.852	61.369	45.438	44.153	44.773	638,341
							278,2075			138,591					195,733
<b>May, 2002 ADM</b> Bondurant Pinedale Elementary Pinedale Middle Pinedale High	K-5	K	1	2	3	4	5	6	7	8	9	10	11	12	Full K
		0.989	1.000	1.000	3.222	0.233	2.989							12	9,433
		26.369	47.142	53.938	44.659	55.233	45.807								273,148
	6-8							54.244	53.301	48.460	41.290	60.818	44.420	43.472	156,005
	9-12														190,000
1/2 K		27.358	48.142	54.938	47.881	55.466	48.796	54.244	53.301	48.460	41.290	60.818	44.420	43.472	628,586
							268,902			156,005					190
<b>May, 2003 ADM</b> Bondurant Pinedale Elementary Pinedale Middle Pinedale High	K-5	K	1	2	3	4	5	6	7	8	9	10	11	12	Full K
		1.000	0.000	1.006	1.017	3.227	0.244							12	6,494
		52.574	29.000	54.744	57.818	46.847	59.313								300,296
	6-8							47.574	56.347	56.898	48.523	44.284	58.864	44.784	160,819
	9-12														196,455
1/2 K		53.574	29.000	55.750	58.835	50.074	59.557	47.574	56.347	56.898	48.523	44.284	58.864	44.784	664,064
							280,003			160,819					196,455
<b>May 2004 ADM</b> Bondurant Pinedale Elementary Pinedale Middle Pinedale High	K-5	K	1	2	3	4	5	6	7	8	9	10	11	12	Full K
		3.193	1.000	0.000	1.000	1.000	1.222							12	7,415
		38.386	56.449	30.722	56.364	59.892	51.614								293,427
	6-8							63.013	53.285	57.807	52.803	52.119	39.498	58.182	174,105
	9-12														202,602
1/2 K		41.579	57.449	30.722	57.364	60.892	52.836	63.013	53.285	57.807	52.803	52.119	39.498	58.182	677,549
							280,053			174,105					202,602
<b>May, 2005 ADM</b> Bondurant Pinedale Elementary Pinedale Middle Pinedale High	K-5	K	1	2	3	4	5	6	7	8	9	10	11	12	Full K
		0.000	2.216	1.000	0.000	1.000	0.000							12	4,216
		48.545	44.875	59.125	31.795	62.102	65.131								311,573
	6-8							59.841	67.125	52.762	64.403	53.615	48.290	35.691	179,728
	9-12														201,999
1/2 K		48.545	47.051	60.125	31.795	63.102	65.131	59.841	67.125	52.762	64.403	53.615	48.290	35.691	697,516
							291,517			179,728					201,999
<b>June, 2006 ADM</b> Bondurant Pinedale Elementary Pinedale Middle Pinedale High	K-5	K	1	2	3	4	5	6	7	8	9	10	11	12	Full K
		0.000	0.000	2.210	1.000	0.000	0.000							12	3,210
		59.557	52.466	52.881	69.369	35.148	62.830								332,251
	6-8							72.997	61.305	60.832	58.538	64.559	54.575	46.031	195,134
	9-12														223,703
1/2 K		59.557	52.466	55.091	70.369	35.148	62.830	72.997	61.305	60.832	58.538	64.559	54.575	46.031	754,298
							305,683			195,134					223,703
<b>June, 2007 ADM</b> Bondurant Pinedale Elementary Pinedale Middle Pinedale High	K-5	K	1	2	3	4	5	6	7	8	9	10	11	12	Full K
		2.000	0.000	0.216	2.182	1.000	0.000							12	5,398
		62.506	71.153	62.636	60.653	80.597	42.824								380,369
	6-8							70.824	82.477	66.114	65.409	61.142	64.869	59.841	219,415
	9-12														251,261
1/2 K		64.506	71.153	62.852	62.835	81.597	42.824	70.824	82.477	66.114	65.409	61.142	64.869	59.841	856,443
							353,514			219,415					251,261

**Sublette County SD # 1  
ADM Calculations**

<b>June, 2008 ADM</b>	K-5	K	1	2	3	4	5	6	7	8	9	10	11	12	Full K
	Bondurant	2,131	2,000	0,000	0,000	0,398									4,529
	Pinedale Elementary	73,063	65,557	82,903	71,767	74,733	93,250	53,239	74,341	95,795	63,710	64,886	56,790	62,403	367,625
	Pinedale Middle						93,250	53,239	74,341						316,625
	Pinedale High														247,789
	1/2 K	75,194	67,557	82,903	71,767	74,733	391,276	53,239	74,341	223,375	63,710	64,886	56,790	62,403	936,568
<b>Aug, 2008 Enrollment</b>	K-5	K	1	2	3	4	5	6	7	8	9	10	11	12	Full K
	Bondurant	1,000	2,000	2,000	0,000	0,000									5,000
	Pinedale Elementary	84,000	81,000	75,000	84,000	79,000	74,000	97,000	54,000	85,000	96,000	69,000	70,000	55,000	403,000
	Pinedale Middle														310,000
	Pinedale High														290,000
	1/2 K	85,000	83,000	77,000	84,000	79,000	397,500	97,000	54,000	236,000	96,000	69,000	70,000	55,000	1,008,000
<b>Estimated 2010 ADM</b>	K-5	K	1	2	3	4	5	6	7	8	9	10	11	12	Full K
	Bondurant	1,013	1,086	2,131	2,131	0,000	0,000								6,341
	Pinedale Elementary	95,926	92,691	89,380	82,759	92,691	87,173	81,656	107,036	59,587	93,794	105,932	76,139	77,242	540,620
	Pinedale Middle														248,279
	Pinedale High														353,107
	1/2 K	96,939	93,757	91,511	84,830	92,691	450,529	87,173	107,036	248,279	93,794	105,932	76,139	77,242	1,148,347
<b>Estimated 2011 ADM</b>	K-5	K	1	2	3	4	5	6	7	8	9	10	11	12	Full K
	Bondurant	1,026	1,079	0,540	1,136	2,271	2,271								8,323
	Pinedale Elementary	109,546	105,850	102,281	98,627	91,321	102,281	96,192	90,104	118,110	65,752	103,498	116,892	84,016	609,906
	Pinedale Middle														304,406
	Pinedale High														370,158
	1/2 K	110,572	106,929	102,821	99,763	93,592	508,170	96,192	90,104	304,406	65,752	103,498	116,892	84,016	1,292,793
<b>Estimated 2012 ADM</b>	K-5	K	1	2	3	4	5	6	7	8	9	10	11	12	Full K
	Bondurant	1,039	1,093	1,150	0,575	1,210	2,420								7,487
	Pinedale Elementary	125,099	120,880	116,801	112,863	108,831	100,769	115,369	106,144	99,426	130,330	72,555	114,206	128,986	685,243
	Pinedale Middle														320,939
	Pinedale High														446,077
	1/2 K	126,138	121,973	117,951	113,438	110,041	567,112	115,369	106,144	320,939	130,330	72,555	114,206	128,986	1,459,746
<b>Estimated 2013 ADM</b>	K-5	K	1	2	3	4	5	6	7	8	9	10	11	12	Full K
	Bondurant	1,053	1,107	1,165	1,225	0,613	1,289								6,452
	Pinedale Elementary	142,861	138,042	133,386	128,885	124,540	120,091	113,865	127,305	117,126	109,713	143,814	80,062	126,022	787,805
	Pinedale Middle														358,296
	Pinedale High														459,611
	1/2 K	143,914	139,149	134,551	130,110	125,153	650,870	113,865	127,305	358,296	109,713	143,814	80,062	126,022	1,612,164
<b>Estimated 2014 ADM</b>	K-5	K	1	2	3	4	5	6	7	8	9	10	11	12	Full K
	Bondurant	1,067	1,122	1,180	1,241	1,305	0,653								6,568
	Pinedale Elementary	163,145	157,641	152,324	147,186	142,219	137,425	133,938	125,645	140,476	129,244	121,064	158,693	88,345	899,940
	Pinedale Middle														400,059
	Pinedale High														497,346
	1/2 K	164,212	158,763	153,504	148,427	143,524	742,830	133,938	125,645	400,059	129,244	121,064	158,693	88,345	1,803,913

**Pinedale School District**  
**Wyoming School Facilities Commission**  
**Preliminary Competition for Two-Phase Design-Build Procurement**  
**June 27, 2008**

Tasks	July		August		September				October				November				December			
	Week 3	Week 4	Week 1	Week 2	Week 3	Week 4	Week 1	Week 2	Week 3	Week 4	Week 1	Week 2	Week 3	Week 4	Week 1	Week 2	Week 3	Week 4		
<b>Preparation Work</b>																				
School District decides to use design-build																				
Proposal submission and notice to proceed																				
NSPM Team prepares outline of documents																				
Geotechnical Report Obtained																				
Survey Obtained																				
State of WY documents obtained																				
<b>Programming</b>																				
Programming complete with the district																				
Review of programming by owner team																				
Programming document verified and completed by Architect																				
<b>Request for Qualifications</b>																				
Determinations of design-build best practices																				
Development of Instructions Notices & Conditions to Offerors																				
Development of scoring/evaluation process																				
Development of RFQ submission requirements																				
Development of Risk Management Plan																				
<b>Request for Proposals</b>																				
<b>Contracts</b>																				
Contracts are decided upon																				
NSPM Team creates draft contracts																				
50% contract review by WY																				
NSPM team finalized draft contracts																				
Final review by WY on Ccontracts																				



## Request for Proposal Development

[illegible]

Performance Specifications
----------------------------

[illegible]

Design and Contracting After Award
------------------------------------

[illegible]

## Manage the Competition

[illegible]



**Tab 5**

**ACTION SUMMARY SHEET  
School Facilities Commission Meeting  
October 21, 2008**

**ITEM:** Sweetwater 1 (Rock Springs)

**BACKGROUND INFORMATION:**

In accordance with School Facilities Commission Emergency Rules file on 08-21-2008, Sweetwater School District #1 is seeking an exception to the five year cohort projection model that has been used to calculate a square footage footprint. After careful review, the five year projection identifies fewer students in grades 7-8 than in grades 5-6 at the end of the fifth year. However, after a seven year period the populations are very similar. Because there is no evidence of a dropout issue in these grades, it is fiducially responsible to use a seven year cohort projection for Sweetwater School District #1 grades 7-8.

**Section 3. Facility Design Guidelines.**

(a) In collaboration with the Districts the SFC shall calculate a square footage footprint using the facility design guidelines adopted in policy by the Commission. The policy adopted by the Commission shall ensure the design and construction of facilities support the delivery of educational programs necessary to meet state and federal laws and standards; are cost effective; provide a safe and secure environment for students, staff and teachers; and have a positive impact on their community and the environment.

(b) In consultation with Districts throughout the state, the Commission may revise the Facility Design Guidelines from time to time.

**Section 4. Exceptions.**

(a) If a District determines the square footage allotted by the facility design guidelines is inadequate, the District may request an exception, or variance, from the Commission. The process for requesting an exception shall be as follows:

(i) The District shall present in writing to its SFC Project Manager the basis of its request, together with all documentation related to the request;

(ii) The District's request shall be placed on the agenda at the soonest available Commission meeting when the request may be fully considered;

(iii) The District shall present to the Commission the reasons for the exception, including why the District cannot provide its educational programs within the square footage allotted by the guidelines.

(b) The Commission may grant exceptions to the facility design guidelines on a case by case basis when the exception supports the intent of these guidelines and Wyoming law.

**RECOMMENDATION:** The staff recommends granting this request for an exception.

**SUGGESTED MOTION(S):**

**Approve:** I move the Commission grant Sweetwater School District request for an exception to use a seven year cohort projection model for their 7-8 facility.

# SCHOOL ENROLLMENT PROJECTION ANALYSIS

## Sweetwater #1

Prepared by School Facilities Commission- Todd A. Wilder, 7-11-2008

### LINEAR COHORT SURVIVAL ENROLLMENT PROJECTION

#### PROJECTION BASED ON ACTUAL HISTORICAL DATA

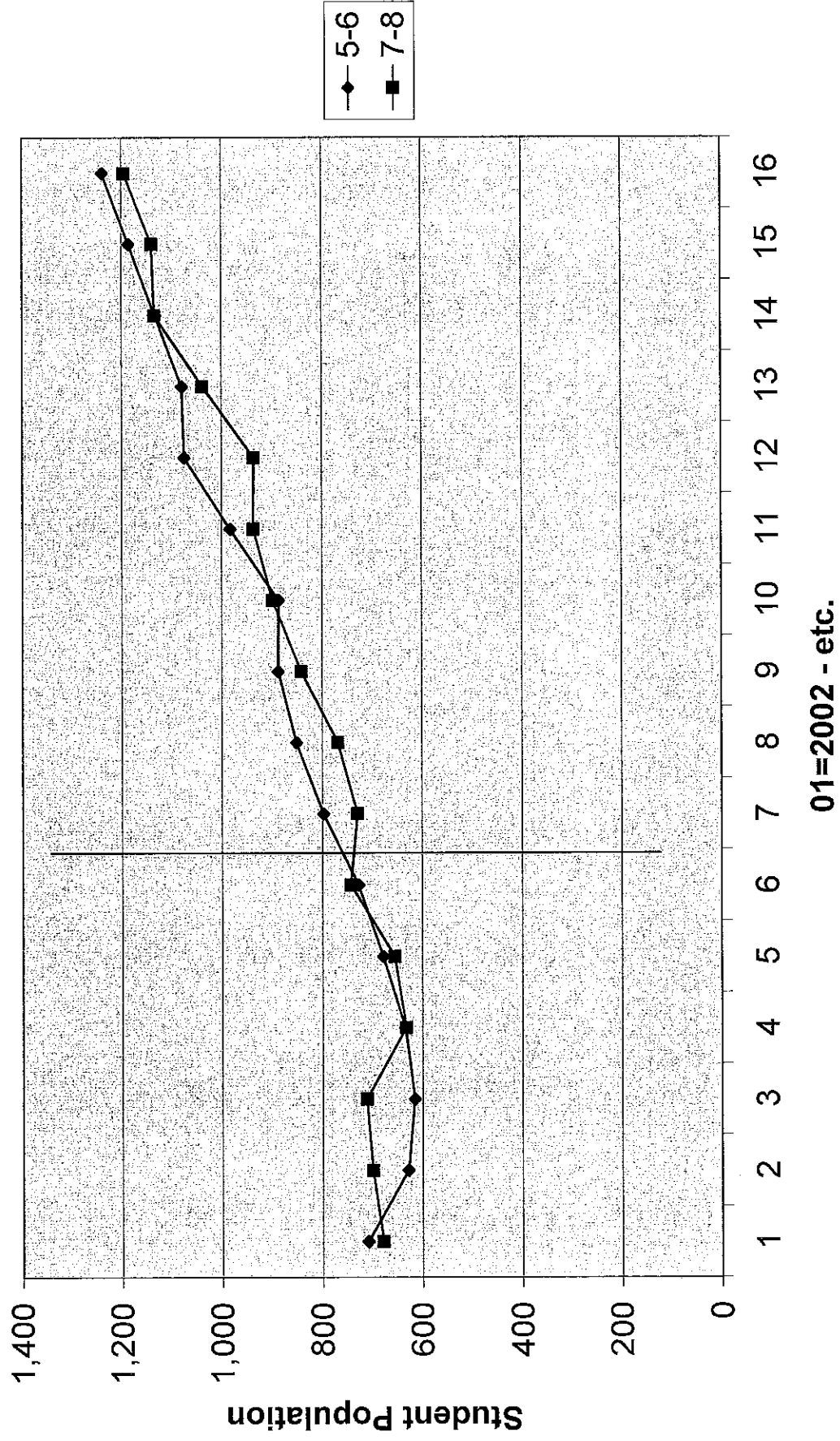
ACTUAL 60 Day Recalculation - ADM																	PROJECTED ENROLLMENT							10 Yr PROJECTION							Avg. % Survival
	02 - 03	03 - 04	04 - 05	05 - 06	06 - 07	07 - 08	08 - 09	09 - 10	10 - 11	11 - 12	12 - 13	13 - 14	14 - 15	15 - 16	16 - 17	17 - 18															
K	314	338	362	351	359	459	442	464	486	508	530	553	575	620	645	659															
1	303	317	356	391	385	391	489	471	494	518	542	565	589	613	661	687	106.58%														
2	301	303	318	356	386	405	394	493	475	498	522	546	570	594	618	666	100.85%														
3	321	285	300	316	383	398	408	397	497	478	502	526	550	574	598	622	100.75%														
4	289	318	287	314	348	387	410	421	410	513	493	518	543	567	592	617	103.12%														
5	336	294	323	303	335	377	405	430	441	429	537	517	543	569	595	621	104.78%														
6	373	334	292	331	343	350	391	421	446	458	445	557	536	563	590	617	103.78%														
7	336	376	328	301	347	362	359	401	431	457	469	457	571	549	577	605	102.49%														
8	342	323	383	331	308	380	370	366	410	441	467	479	466	583	561	590	102.15%														
9	382	322	316	376	339	325	379	368	365	408	439	465	477	465	581	559	99.62%														
10	340	354	315	300	365	342	314	366	356	353	394	424	450	461	449	562	96.68%														
11	348	307	308	284	272	339	308	283	330	321	318	356	383	406	416	405	90.20%														
12	282	269	257	257	222	227	275	251	230	268	261	259	289	311	330	338	81.22%														
5-6	709	628	615	634	678	727	797	851	887	887	983	1,074	1,079	1,132	1,185	1,238															
7-8	678	699	711	632	655	742	729	767	841	898	936	936	1,038	1,133	1,138	1,194															
K-12	4,267	4,140	4,145	4,211	4,392	4,742	4,945	5,132	5,371	5,650	5,921	6,222	6,542	6,875	7,213	7,548															

FY	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
5-6	709	628	615	634	678	727	797	851	887	887	933	1,074	1,079	1,132	1,185	1,238
7-8	678	699	711	632	655	742	729	767	841	898	936	936	1,038	1,133	1,138	1,194

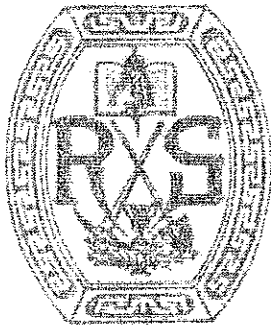
The projection table is developed using a cohort survival enrollment projection method. This method calculates the average growth or decline in a grade level over a period of five years. This ratio is then applied to the incoming class to calculate the trends in that class as it "moves" or graduates through the school system. For example, if history shows that between the first and second grades, the classes for the last five years have grown by 3.5%, then the size of incoming classes for the next five years are calculated by multiplying them by 103.5%. If the history shows a declining trend, the multiplying factor will be less than 100%. The kindergarten classes were calculated using a linear regression model based on the preceding six years.



## Sweetwater #1 Cohort Projection







June 4, 2008

Mr. Ken Daraic  
School Facilities Commission  
1920 Thomas Avenue, Suite 200  
Cheyenne, Wyoming 82002

Dear Mr. Daraic:

Sweetwater County School District Number One is very pleased with the support that we have received from the School Facilities Commission in dealing with the student enrollment growth which has occurred in Rock Springs.

We are also pleased with the progress of the new K-4 Elementary School; especially knowing that the bid we received last week actually came in under the engineers estimated cost. The off-site infrastructure is being put in place and we are looking forward to the ground breaking within the next month.

It is now time for us to move into the next phase of the District's Facility Plan, which has been approved by the School Facilities Commission. There are three components of this plan that are intertwined in the next phase that will address our capacity issues.

1. Design the addition and remodel the existing White Mountain Elementary School (5<sup>th</sup>/6<sup>th</sup> grade). This building will become a 7<sup>th</sup>/8<sup>th</sup> grade building, after the completion of the remodel. (Funding has been approved for design and construction of this project in this biennium.)
2. Design a new 5<sup>th</sup>/6<sup>th</sup> grade school on the East Junior High site. (Funding is allocated for the design. Construction dollars will not be available until the next biennium.)
3. Design a new 5<sup>th</sup>/6<sup>th</sup> grade school on the BLM site. (Funding is allocated for the design and partial construction dollars. The remaining construction dollars will not be available until the next biennium.)

The Project Manager, Lance Johnson, requested that I gather the necessary student data to recommend the student capacity for these three projects.

The numbers listed below reflect in-town student numbers and do not include Farson or Wamsutter. The numbers for the 2004-2005 through 2007-2008 represent actual student enrollment figures. The 2008-2009 school year through the 2012-2013 school year are the enrollment numbers projected by the Middle Cities Education Association. These projections have been used by the school district over the past ten years and have been found to be fairly accurate.

Paul E. Grube  
Superintendent of Schools

Michael Sutphin, M.D.  
Chairman of the Board

Emma D. Waldner  
Vice-Chairman

Christopher Shannon  
Clerk

Kay Marschall  
Treasurer

Trustees  
S. Cornell Nate  
Robert Parton  
Justin Spicer

### Actual Student Enrollment

	04/05	05/06	06/07	07/08
K-6	2131	2236	2390	2626
5-6	576	590	639	681
7-8	686	601	606	706

### Projected Enrollment

	08/09	09/10	10/11	11/12	12/13
K-6	2719	2788	2879	2953	3015
5-6	756	811	839	843	933
7-8	698	735	813	872	902

The District's recommendation is to begin design of all three projects as soon as the School Facilities Commission approves the student capacity for these three sites.

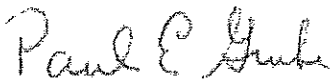
Recommendation One: The most pressing issue will be the addition/remodel of the existing White Mountain Elementary School. We will not be moving the 7<sup>th</sup> and 8<sup>th</sup> graders into this building until the two new 5<sup>th</sup>/6<sup>th</sup> grade buildings are complete. By completing this project, it will give us the additional capacity with the 5<sup>th</sup> and 6<sup>th</sup> grade students until the two new buildings are complete. The recommendation for student capacity, based on projected enrollment is 1000 students. Timeline: The design begins July 1, 2008, start of construction April 1, 2009, completion date August 15, 2009.

Recommendation two: Begin the design process for the 5<sup>th</sup> and 6<sup>th</sup> grade building on the BLM Site July 1, 2008, construction beginning spring of 2009 pending biennium funding, completion date August 15, 2010. The recommendation for student capacity, based on projected enrollment is 500 students.

Recommendation three: Begin the design process for the East Junior High Site July 1, 2008, construction beginning spring of 2010 pending biennium funding, completion date August 15, 2011. The recommendation for student capacity, based on projected enrollment is 500 students.

Once again I would like to thank the School Facilities Commission for their support. Curt and I will be available at your earliest convenience to set the capacity of these three projects.

Sincerely,



Paul E. Grube  
Superintendent of Schools

PEG:tw

Cc: Curt Barker  
Lance Johnson

# SCHOOL ENROLLMENT PROJECTION ANALYSIS

## Sweetwater #1

Prepared by School Facilities Commission- Todd A. Wilder, 7-11-2008  
 LINEAR COHORT SURVIVAL ENROLLMENT PROJECTION  
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FY	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
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7-8	678	699	711	632	655	742	729	767	841	898	936	936	1,038	1,133	1,138	1,194

983 divided by 2

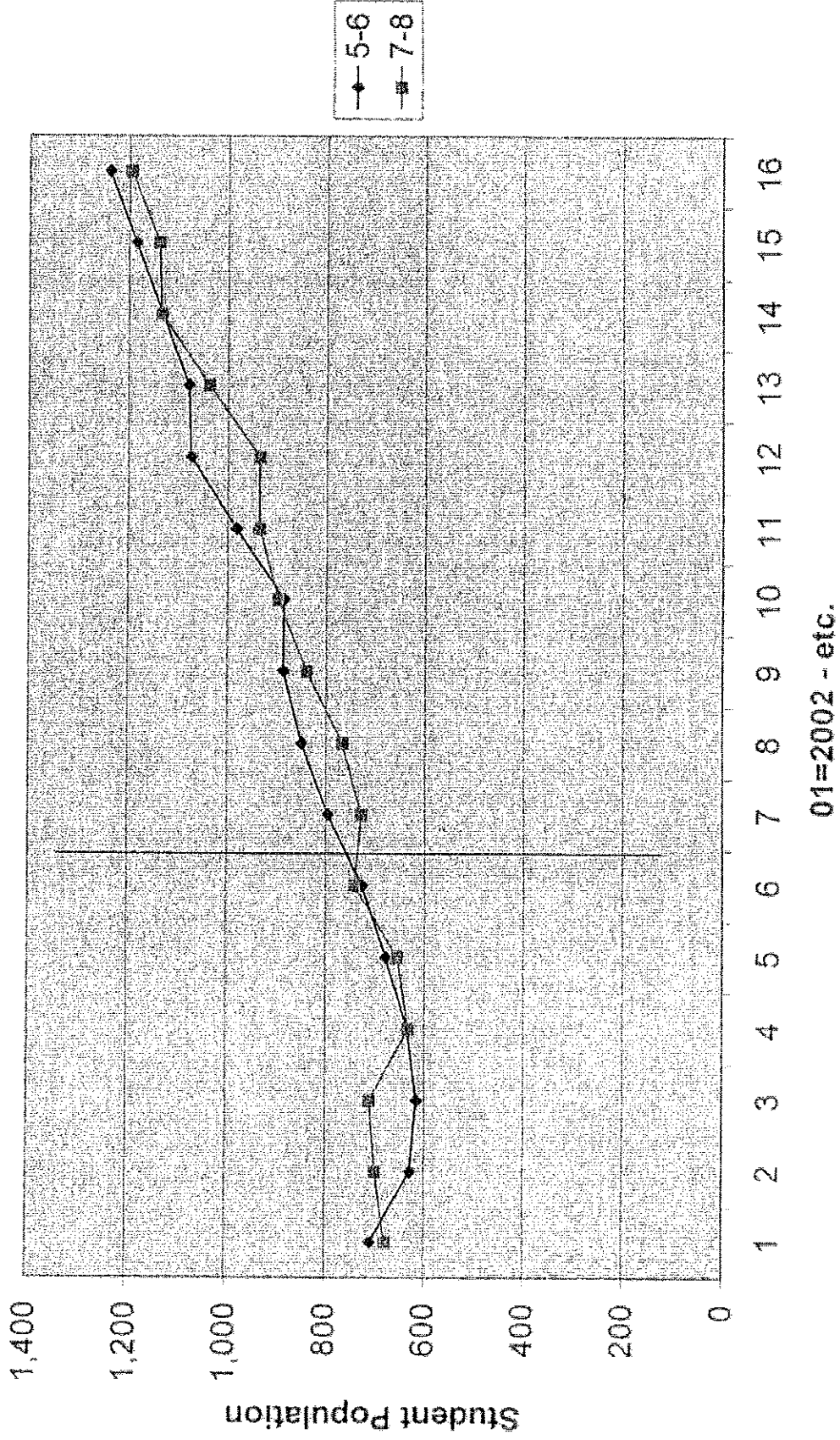
5-6 492 Students = 65,136 sq ft  
19% Growth

7-8 983 Students = 145,740 sq ft

7-8 936 Students = 138,771 sq ft  
23% Growth

The projection table is developed using a cohort survival enrollment projection method. This method calculates the average growth or decline in a grade level over a period of five years. This ratio is then applied to the incoming class to calculate the trends in that class as it "moves" or graduates through the school system. For example, if history shows that between the first and second grades, the classes for the last five years have grown by 3.5%, then the size of incoming classes for the next five years are calculated by multiplying them by 103.5%. If the history shows a declining trend, the multiplying factor will be less than 100%. The kindergarten classes were calculated using a linear regression model based on the preceding six years.

# Sweetwater #1 Cohort Projection

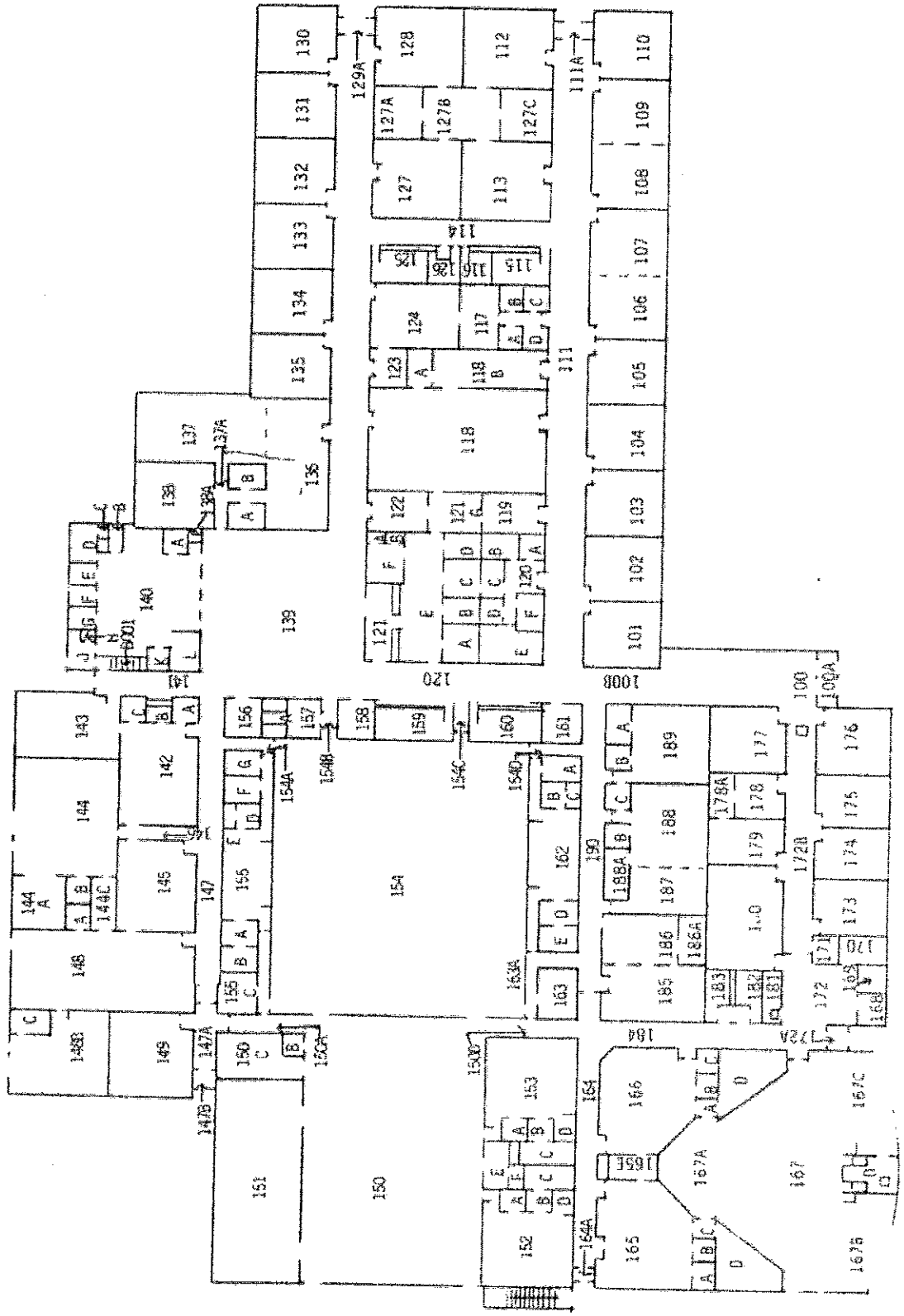
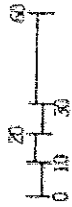


SWEETWATER COUNTY SCHOOL DISTRICT #1

WHITE MOUNTAIN JUNIOR HIGH

137 628 SP 1A

Main Floor



Tab 6

Meeting Schedule



## School Facilities Commission 2008 Meeting Schedule

The Commission will meet on the 3<sup>rd</sup> Monday & Tuesday of each month except where there is a holiday or where the Commissioners request a change. The schedule will be posted and updated on the SFC web site as changes occur and/or locations are set.

MONTH	DATE	MEETING TYPE	TIME	LOCATION
JANUARY				
FEBRUARY				
MARCH				
APRIL				
MAY				
JUNE				
JULY				
AUGUST				
SEPTEMBER				
OCTOBER				
OCTOBER		<i>Joint Meeting w/Select Committee</i>		
NOVEMBER				
DECEMBER	<i>Joint Meeting w/Select Committee – No regular meeting scheduled</i>			